

**Washington County, Wisconsin
FY2017 U.S. EPA Community-Wide Coalition Assessment Grant
for Hazardous Substance & Petroleum Brownfields**

Cooperative Agreement No. BF-00E02304-1

**Quarterly Report No. 7
3rd Quarter – Fiscal Year 2019
April 1, 2019 – June 30, 2019**

Submitted by:
Debora M. Sielski, Deputy Planning & Parks Administrator
Washington County Planning & Parks Department

July 30, 2019

**Washington County, Wisconsin
FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
Hazardous Substance & Petroleum Brownfields
Cooperative Agreement No. BF-00E02304-1**

A. Project Title

Community Wide Assessment for Haz and Pet – Washington Co. WI

B. Name of Grantee

Washington County
333 E. Washington Street, Suite 2300
West Bend, WI 53095-2003

C. Cooperative Agreement

No.: BF-00E02304-1

Date of Award: 10/11/2017

Project Dates: 10/1/2017 – 09/30/2020

Grant Amount:

\$300,000 – Hazardous Substance Brownfields

\$300,000 – Petroleum Brownfields

D. Project Contact(s)

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Quarterly Report No. 7, 3rd Quarter Fiscal Year 2019, April 1, 2019 – June 30, 2019
Washington County, Wisconsin – FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
Hazardous Substance & Petroleum Brownfields

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FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for Hazardous
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I. PROGRAM INTRODUCTION

This report provides a summary of activities completed by Washington County, Wisconsin (the County) during the 3rd quarter of Fiscal Year (FY) 2019 (April 1st through June 30th 2019) for implementation of the United States Environmental Protection Agency (U.S. EPA) Community-Wide Coalition Assessment Grant for Hazardous Substance & Petroleum Brownfields awarded to the County by the U.S. EPA in 2017. Washington County Planning and Parks Department is responsible for administering the grants.

The County's U.S. EPA-approved Implementation Work Plan describes five (5) tasks that are to be completed using funding from the grants. This report describes the status of each task as of June 30, 2019, provides an estimate of the degree of completion of each task, and provides a list of deliverables associated with each task. The tasks are described below:

Task No.	Task Name
0	Programmatic Activities
1	Brownfields Inventory and Site Prioritization
2	Conduct Phase I Environmental Site Assessment (ESAs)
3	Conduct Phase II ESAs, Site Investigations and Remedial/Reuse Planning Activities
4	Community Brownfields Area-Wide Redevelopment Planning
5	Community Outreach and Involvement

II. BUDGET OVERVIEW

The USEPA awarded a total grant of \$600,000 to the County including \$300,000 for Hazardous Substance Brownfields Assessment and \$300,000 for Petroleum Brownfields Assessment. The Assessment Grant budget includes \$7,800 for direct expenses for the County (travel and supplies) and \$592,200 for contracted services provided by environmental and other consulting firms. The total budget period cost is \$694,162.00 of which \$94,162 is the local in-kind contribution that will be provided by staff from the County, City of West Bend, City of Hartford, Village of Slinger, Village of Jackson, Village of Richfield, and Economic Development Washington County (EDWC).

The projects funded by this grant will advance the goals of the County's Site Redevelopment Program (SRP) and continue successes achieved to date through implementation of a previous U.S. EPA Brownfields Assessment Grant awarded in FY2014.

Building on the success of the FY2014 Assessment Grant, all five of the original Redevelopment Coalition members have committed to continuing their support for the County SRP and have entered into updated memorandums of agreement. As part of developing the grant, meetings were held with Coalition members to discuss priority redevelopment areas for possible future assessment. Each of the Coalition members selected the site or area that was their highest priority in need of assessment. Assessment needs for these sites are expected to utilize approximately one-third (\$200,000) of the grant funds with \$40,000 allocated for each of the Coalition partners. Additional sites will be selected based on the previously completed inventory and prioritization, as well as updates to be completed as part of the FY2017 grant.

Reallocation requests submitted to the U.S. EPA Project Officer and approved during the 3rd Quarter FY 2019 are outlined below.

Budget				
Task No.	Task Description	Approved Budget as of 03/31/2019	Reallocation Requests this Quarter (#5 & #6)	Current U.S. EPA Approved Budget as of 06/30/2019
0	Programmatic Activities	\$23,450.00	\$4,900.00	\$28,350.00
1	Brownfields Inventory and Site Prioritization	\$30,000.00	\$0.00	\$30,000.00
2	Phase I ESAs	\$96,000.00	(\$24,600.00)	\$71,400.00
3	Phase II ESAs, Site Investigations, and Remedial/Reuse Planning	\$293,088.00	\$8,938.00	\$302,026.00
4	Community Brownfields Area-wide Redevelopment Planning	\$50,000.00	(\$1,400.00)	\$48,600.00
5	Community Outreach and Involvement	\$107,462.00	\$12,162.00	\$119,624.00
	Total USEPA Grant	\$600,000	\$0	\$600,000

***US EPA Approved Budget Reallocation Requests**

Request 1 – \$32,000 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement) - \$10,000 for Stantec and \$22,000 for Vandewalle to attend Site Redevelopment Committee (SRC) and Project Management Team (PMT) meetings, provide assistance with reports, complete fact sheets, etc. for remainder of grant period. US EPA approval on 12/13/2018.

Request 2 – \$2,150.00 from Task 3 (Phase II ESAs) to Task 0 (Programmatic Activities) – for Vandewalle to provide assistance with required US EPA quarterly reporting. US EPA approval on 12/13/2018.

Request 3 – \$3,762.00 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement) - for EDWC to complete the Rock Falls Summit microsite. US EPA approval on 12/13/2018.

Request 4 – \$10,000 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement) for the development of SRP Sustainability Strategies. US EPA approval on 12/13/2018.

Request 5 - \$4,900 from Task 3 (Phase II ESAs) to Task 0 (Programmatic Activities) for Stantec and Vandewalle to provide assistance with required reporting. \$12,162 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement) for Stantec and Vandewalle to attend SRC and PMT meetings and provide assistance with reports & fact sheets. US EPA approval on May 24, 2019.

Request 6 - \$24,600 from Task 2 (Phase I ESAs) to Task 3 (Phase II ESAs, Site Investigations, and Remedial/Reuse Planning). \$1,400 from Task 4 (Community Brownfields Area-wide Redevelopment Planning) to Task 3 (Phase II ESAs, Site Investigations, and Remedial/Reuse Planning). These reallocations are to perform an Infrastructure Analysis of the Village of Richfield Northeast Corridor. US EPA approval on June 25, 2019.

III. MODIFICATIONS TO THE WORK PLAN

Modifications to the Work Plan were implemented during the 3rd Quarter of FY 2019. Below are the current deliverables for the Implementation Work Plan.

Current Deliverables - 3rd Q FY2019

Type of Work Task	No. Of Deliverables in Implementation Work Plan	Approved Deliverables as of 3/31/2019	No. Modifications to Work Plan Deliverables this Quarter	Current No. of Deliverables as of 6/30/2019
Phase I ESAs	24	24	-7	17
Phase II ESAs	15	13	0	13
Asbestos & Haz. Material Surveys	8	8	-6	2
ROARs and/or RAPs	6	6	-3	3

IV. STATUS OF PROGRAM ACTIVITIES

This section of the report provides a summary of the status for each task as of June 30, 2019, including a summary of projects and activities approved, completed, or in progress. Also summarized are deliverables for each task, an estimate of the percent complete, and a summary of scheduled activities to be performed during the 4th Quarter of FY 2019.

Task 0 – Programmatic Activities

A. Task Description

This task includes preparing grant quarterly reports, quarterly Assessment, Cleanup and Redevelopment Exchange System (ACRES) reporting, and general communications about the Cooperative Agreement to the U.S. EPA. The current budget for this Task is \$28,350 which includes travel costs to attend U.S. EPA-sponsored National Brownfields conferences and for work by the environmental consultant to provide assistance with reporting and other eligible programmatic activities.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None.

C. Completed Activities or Projects

As part of advancing the County's SRP and coordination of the Site Redevelopment Committee (SRC) and Coalition during the FY2014 grant, the County advanced a qualifications-based procurement process meeting the requirements of 40 CFR 31.36, in order to obtain the services of a consultant to assist with public meetings, evaluation, and initial scoring and prioritization of sites. The procurement process resulted in six proposals. Two firms were interviewed, and based on the interviews and previously submitted qualifications, a contract was executed which included the potential application for future brownfield assessment grants with Stantec Consulting Services Inc (Stantec).

In 2016, the County legal department reviewed the completed procurement process for consistency with U.S. EPA's updated procurement rules as detailed in CFR 200.317-326, and determined that the process used for the initial procurement was fully compliant with the updated requirements. The County reviewed the procurement process and scope for the initial request for qualifications with the U.S. EPA Project Officer, who confirmed that the process appeared to be compliant with the updated procurement requirements applicable to the FY2017 grant. The contract with Stantec was amended through execution of a new task order obligating the consultant to comply with the requirements of the FY2017 work plan and the cooperative agreement.

The County worked with the Project Team (Stantec, and Stantec subconsultants Vandewalle & Associates Inc. [Vandewalle], and EDWC) to complete the detailed roles and responsibilities as part of the contract with Stantec for grant implementation services. Vandewalle will assist with programmatic activities (Task 0) brownfields inventory and prioritization (Task 1), remedial action planning (Task 3), community brownfields area-wide redevelopment planning (Task 4), and community outreach and involvement (Task 5). EDWC will assist with Tasks 0, 1, 3, 4, and 5 to include return on investment (ROI) impact analysis for brownfield redevelopment projects. The County and Stantec will assist with all tasks. Further detail is provided in the following sections.

2nd Quarter of FY 2018

During the 2nd Quarter of FY2018, the County finalized the memorandum of Agreements (MOAs) for review by the U.S. EPA Project Officer and distribution to Coalition partners. The U.S. EPA Project Officer reviewed and approved the MOAs on January 22, 2018. The County Project Manager provided the MOAs to each Coalition partner for review and approval on January 22, 2018. All MOAs were signed by coalition partners and submitted to the U.S. EPA on March 15, 2018. No grant funds could be expended until all five coalition partner MOAs were signed and provided to the U.S. EPA. The County prepared and submitted the Quarterly Report for the 1st Quarter of FY 2018 on January 30th.

3rd Quarter of FY 2018

During the 3rd Quarter of FY2018, the County reviewed and approved the proposed contracts between Stantec and sub-consultants Vandewalle and EDWC. Stantec then executed the subcontracts. The County prepared and submitted the Quarterly Report for the 2nd quarter of FY2018 on April 30. Stantec obtained ACRES identification

numbers for the Former Barton Elementary School Property (No. 237327) located in the City of West Bend and the Former Jackson Mill Property (No. 237326) located in the Village of Jackson. Stantec assisted in the evaluation of approaches to streamline reporting while capturing all relevant and required information for the U.S. EPA Quarterly Reports and other reporting as the size and complexity of Coalition Assessment Grants makes this a necessity. Initially, contract invoice summaries were streamlined to provide necessary data required to track and report financial data for the County, Stantec, Vandewalle, and EDWC as well as in-kind services for the Coalition partners. Additional streamlining measures will be evaluated and implemented during the 4th Quarter of FY2018.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, the County prepared and submitted the Quarterly Report for the 3rd quarter of FY2018 on July 30. Stantec obtained the ACRES identification number for the Former Brandt Printing, Inc. Property (No. 237555) in the Village of Slinger.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, the County prepared and submitted the Quarterly Report for the 4th quarter of FY2018 on October 30. A subconsultant contract was set up between Stantec and Patek Hospitality Consultants, Inc. for a Hotel Market Study, which was approved by U.S. EPA on September 24, 2018. The budget reallocations and Work Plan modifications described in Sections II. and III. were also developed and completed. ACRES reporting was also completed.

2nd Quarter of FY 2019

The County prepared and submitted the Quarterly Report for the 1st Quarter of FY2019 on January 30. Stantec obtained the ACRES identification numbers for Site Nos. 5 through 16 on the table below and related to the Former West Bend Brewery Property, Downtown Riverwalk – West Section Properties in West Bend, and the Main Street Properties in the City of Hartford.

3rd Quarter of FY 2019

1	Site Name	Address	ACRES Property ID
2	Former Jackson Mill	W208 N16730 S. Center Street, Jackson, WI 53037	237326
3	Former Barton Elementary School	614 School Place, West Bend, WI 53090	237327
4	Brandt Printing	323 Slinger Road, Singer, WI 53086	237555
5	32 S Main Street	32 S Main Street, Hartford, WI 53027	239362
6	West Bend Brewing	445 N Main Street, West Bend WI	239363
7	Former Jerry's Dry Cleaning	28 S Main Street, Hartford, WI 53027	239364
8	24 S Main Street	24 S Main Street, Hartford, WI 53027	239366
9	Downtown Riverwalk West Section - Site 1	526 W Washington Street, West Bend, WI	239365
10	Downtown Riverwalk West Section - Site 2	Hwy 33 Legal, West Bend, WI	239367
11	Downtown Riverwalk West Section - Site 3	Mill Street, West Bend, WI	239368
12	Downtown Riverwalk West Section - Site 4	215 N Main Street, West Bend, WI	239369
13	Downtown Riverwalk West Section - Site 5	507 W Washington Street, West Bend, WI	239370
14	Downtown Riverwalk West Section - Site 6	S Main Street & West Bank Legal, West Bend, WI	239371
15	Downtown Riverwalk West Section - Site 7	Service Dr. Legal, West Bend, WI	239372
16	Downtown Riverwalk West Section - Site 8	N Main Street, West Bend, WI	239373
17			

The County prepared and submitted the Quarterly Report for the 2nd Quarter of FY2019 on April 30. Stantec obtained the ACRES identification number for a second parcel of the former West Bend Brewery property located at 415 Main Street (ACRES ID No. 239919) on June 20.

The Village of Richfield, Washington County, Stantec, Vandewalle and EDWC attended a call on April 25 to discuss the Villages request to perform an infrastructure evaluation of the Northeast Corridor in follow-up to the Brownfields Area-wide plan prepared in 2016.

Per an email from Stephanie Ross of USEPA dated May 7, Stantec prepared a budget allocation memo and summary table describing the allocation of petroleum and hazardous substance funds for the current project tasks for submittal to EPA. The memo was revised per Washington County comments. Washington County submitted the memo to Brian Kennedy at EPA on May 23.

D. Activities or Projects in Progress

The County finalized the MOAs for review by the U.S. EPA Project Officer and distribution to Coalition partners. The U.S. EPA Project Officer reviewed and approved the MOAs on January 22, 2018. The County Project Manager provided the MOAs to each Coalition partner for review and approval on January 22, 2018.

2nd Quarter of FY 2018

Stantec drafted subconsultant contracts with Vandewalle and EDWC and submitted for their review.

3rd Quarter of FY 2018

Additional programmatic streamlining measures were evaluated for implementation.

4th Quarter of FY 2018

The County and the Partners initiated evaluation of real time project tracking via the County ARCGIS web application to further streamline project tracking.

1st Quarter of FY 2019

Evaluation of the use of ACRES 6.0 for submitting quarterly reports was ongoing. ACRES 6.0 has not yet been implemented by U.S. EPA.

2nd Quarter of FY 2019

Evaluation of the use of Washington County GIS system for real time tracking of the project status continued. The potential to use ACRES 6.0 for submitting quarterly reports was also evaluated.

3rd Quarter of FY 2019

Washington County began planning to have an intern use the Washington County GIS system for real time tracking of the projects. The potential to use ACRES 6.0 for

submitting quarterly reports was also evaluated. Brian Kennedy of EPA discussed the status of ACRES 6.0 at a meeting with the SRC Committee on May 21.

E. Deliverables

2nd Quarter of FY 2018

The County prepared and submitted the Quarterly Report for the 1st Quarter of FY 2018 on January 30th.

3rd Quarter of FY 2018

The County prepared and submitted the Quarterly Report for the 2nd Quarter of FY 2018 on April 30th.

4th Quarter of FY 2018

The County prepared and submitted the Quarterly Report for the 3rd Quarter of FY 2018 on July 30th.

1st Quarter of FY 2019

The County prepared and submitted the Quarterly Report for the 4th Quarter of FY 2018 on October 30th.

2nd Quarter of FY 2019

The County prepared and submitted the Quarterly Report for the 1st Quarter of FY 2019 on January 30th.

3rd Quarter of FY 2019

The County prepared and submitted the Quarterly Report for the 2nd Quarter of FY 2019 on April 30th.

F. Percent Complete and Scheduled Activities

This task is currently approximately 70% complete.

2nd Quarter of FY 2018

Scheduled activities for the 2nd Quarter of FY2018 include finalizing the MOAs with Coalition Partners and ongoing oversight of project activities and required reporting.

3rd Quarter of FY 2018

During the 3rd Quarter of FY2018, Stantec will assist in the evaluation of approaches to streamline reporting while capturing all relevant and required information for the U.S. EPA Quarterly Reports and other reporting as the size and complexity of Coalition Assessment Grants makes this a necessity. Other measures to streamline data management will also be evaluated. Stantec, Vandewalle and EDWC will finalize their contracts.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, Stantec will continue to assist in the evaluation of approaches to streamline reporting while capturing all relevant and required information for the U.S. EPA Quarterly Reports and other reporting. Other measures to streamline data management will also be evaluated.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, the County will continue evaluation and implementation of real time project tracking via the County ARCGIS web application to further streamline project tracking and reporting. Additional programmatic activities will be completed as appropriate.

2nd Quarter of FY 2019

During the 2nd Quarter of FY2019, ACRES numbers will be requested for the Former West Bend Brewery Property, the West Bank Properties in West Bend, and the Main Street Properties in the City of Hartford. The County will continue evaluation of use of ACRES 6.0 to submit quarterly reports and implementation of real time project tracking via the County ARCGIS web application to further streamline project tracking and reporting. Additional programmatic activities will be completed as appropriate.

3rd Quarter of FY 2019

During the 3rd Quarter of FY2019, the County will continue to provide programmatic reporting and the evaluation of approaches to streamline reporting while capturing all relevant and required information for the U.S. EPA Quarterly Reports and other reporting. Other measures to streamline data management will also be evaluated.

4th Quarter of FY 2019

During the 4th Quarter of FY2019, Washington County will have Jordyn Kurer (a summer intern) begin populating the Washington County GIS system for real time tracking of the project status. The potential to use ACRES 6.0 for submitting quarterly reports will continue to be evaluated. The status of each site will be updated in the ACRES system.

Task 1 – Brownfields Inventory and Site Prioritization

A. Task Description

This task includes the County working with Stantec and Vandewalle to build from the successful inventory and prioritization process completed in 2015, by integrating new sites into the inventory and removing sites that have been redeveloped. This task has a current budget of \$30,000. The grant will fund ongoing site inventory and prioritization updates using the process developed in 2015. The County will integrate the Sanborn Fire Maps (purchased as part of the FY2014 grant) into the County Web Application Gallery. In an effort to create a sustainable redevelopment inventory and prioritization process, the County will work with Stantec and Vandewalle to develop a geographic information system (GIS) Web-based tool for local governments to update inventory and prioritize potential redevelopment sites within their community. This

will streamline the current review process for the SRC when determining funding priorities. This task will also allow for enhanced systemization to EDWC's Brownfield Site Readiness Certification process, including the continued updates to the online Redevelopment Tool including additional database GIS layers by the EDWC and a qualified consultant.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None.

C. Completed Activities or Projects

2nd Quarter of FY 2018

During the 2nd Quarter of FY2018, Vandewalle reviewed the site redevelopment inventory materials from the previous grant in anticipation of developing the process to update the inventory for this grant.

3rd Quarter of FY 2018

During the 3rd Quarter of FY2018, Vandewalle and Stantec participated in conference call meetings with all coalition partners to discuss the status of sites identified as part of the FY2014 assessment grant, any new sites that have been identified, and other site issues in order to update the inventory and site selection/prioritization. Vandewalle also met internally to review past inventory process (i.e., site scoring criteria, etc.) and options for updating. Vandewalle also prepared a presentation for the SRC meeting on May 22 for further input from the Coalition Partners. Vandewalle also lead discussion regarding addition of new sites, removal of "completed" sites, and integration with the County GIS.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, the County, EDWC and sub-consultants Vandewalle and Stantec met to update the inventory and site prioritization process to include new sites and remove "completed" sites. The new sites were also added to the online inventory map (GIS web map). The scoring process from 2015 (previous grant) was also reviewed. The new list of sites was scored for environmental, economic development potential, and other criteria. The new list and prioritization of sites was presented at the September 5, 2018 SRC meeting and was approved by the SRC.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, Vandewalle added the new sites to the inventory and prepared the final Inventory spreadsheet for the Washington County website. The new sites were added to the online inventory map (GIS web map).

2nd Quarter of FY 2019

A phone call was conducted with the Village of Jackson to discuss potential future sites on March 18. The Village indicated that they will reevaluate their needs this fall.

3rd Quarter of FY 2019

The status of remaining committed and uncommitted funding was discussed at the May 21st SRC meeting. SRC members will evaluate committed funding that may not be used as well as remaining uncommitted funding during the 4th Quarter to identify new sites and uses of remaining funds. Follow-up discussions were held with the Village of Slinger regarding additional site assessments and possible area-wide planning for the Village.

D. Activities or Projects in Progress

2nd Quarter of FY 2018,

The County Project Manager, Stantec and Vandewalle is currently meeting with coalition partners including the City of Hartford, City of West Bend, Village of Richfield, Village of Slinger and Village of Jackson to confirm priority sites, discuss the status of existing known brownfield sites, any newly identified sites and prioritization/schedule of planned redevelopment projects.

3rd Quarter of FY 2018

The County Project Manager, Vandewalle, and Stantec continued the site inventory and prioritization update and GIS application with a goal of completing the application for presentation at the next SRC meeting scheduled for September 5.

4th Quarter of FY 2018

The County Project Manager, Vandewalle, and Stantec continued finalization of the site inventory spreadsheet for the Washington County website and the new online inventory map (GIS web map).

1st Quarter of FY 2019

None.

2nd Quarter of FY 2019

None.

3rd Quarter of FY 2019

SRC members evaluated committed funding that may not be used as well as remaining uncommitted funding to identify new sites and uses of remaining funds.

E. Deliverables

1st Quarter of FY 2019

Vandewalle added the new sites to the inventory and prepared the final Inventory spreadsheet for the Washington County website. The new sites were added to the online inventory map (GIS web map).

2nd Quarter of FY 2019

None.

3rd Quarter of FY 2019

None.

F. Percent Complete and Scheduled Activities

This task is currently approximately 95% complete.

2nd Quarter of FY 2018

Scheduled activities for the 2nd Quarter of FY2018 include initiating the update to the Brownfields Inventory and Prioritization.

3rd Quarter of FY 2018

During the 3rd Quarter of FY 2018, Vandewalle and Stantec will be developing the process to update the existing site redevelopment inventory and prioritization of the top 15 sites for discussion with the SRC scheduled for May 22, 2018.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, The County Project manager, Vandewalle, and Stantec are continuing the site inventory and prioritization update and GIS application with a goal of completing the application for presentation at the next SRC meeting scheduled for September 5.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, The County Project Manager, Vandewalle, and Stantec will finalize the site inventory spreadsheet for the Washington County website and the new online inventory map (GIS web map).

2nd Quarter of FY 2019

None. This task is complete.

3rd Quarter of FY 2019

None. This task is complete pending identification of additional sites by the Coalition Partners.

4th Quarter of FY 2019

Per the May 21st SRC meeting, SRC members will continue to evaluate committed funding that may not be used as well as remaining uncommitted funding during the 4th quarter to identify new sites and uses of remaining funds.

Task 2 – Conduct Phase I Environmental Site Assessments

A. Task Description

This task includes conducting Phase I ESAs. The Implementation Work Plan identified the environmental consulting firm, under the direction of the County, completing Phase

I ESAs at 24 sites. Prior to performing Phase I ESAs, eligibility determination request forms will be prepared and submitted to the U.S. EPA (for hazardous substance brownfields) or Wisconsin Department of Natural Resources (WDNR; for petroleum brownfields) for approval. Upon confirmation of eligibility, the County will execute access agreements for each parcel to be inspected as part of the Phase I ESAs, or potentially subject to Phase II ESAs as part of Task 3. Phase I ESAs will be completed in accordance with the All Appropriate Inquiries Final Rule and the standards set forth in the ASTM E1527-13 Phase I Environmental Site Assessment Process.

This task has a current budget of \$71,400. Based on the budget reallocation requests No. 5 and No. 6 identified in Section III – Modifications to the Work Plan, the environmental consulting firm will complete Phase I ESAs at 17 sites.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

3rd Quarter of FY 2018

The eligibility determinations for work to be performed for the Former Barton Elementary School Property in West Bend as well as the Former Jackson Mill Property in Jackson were approved by U.S. EPA.

4th Quarter of FY 2018

The eligibility determinations for work to be performed for the Former West Bend Brewing Site in West Bend and Brandt Printing, Inc. Site in Slinger were approved by WDNR and U.S. EPA, respectively.

1st Quarter of FY 2019

Stantec completed the initial eligibility determination for the West Bank properties in West Bend on October 11, 2018. EPA approved the determination on October 17. Stantec completed the hazardous substance eligibility determination for the West Bend Brewery Property on October 11. EPA approved the eligibility determination the same day. Stantec resubmitted the petroleum eligibility determinations for the Former Gehl property and Former Blain property in West Bend on October 12. WDNR approved the eligibility determinations on October 18. The EPA and WDNR approvals are provided in Attachment A.

The WDNR approved the petroleum eligibility determinations for the Former Gehl property and Former Blain property on October 23 and October 18, respectively.

2nd Quarter of FY 2019

Stantec submitted the petroleum eligibility determination for the Former Bermico/ Line Material Co. Property in West Bend on February 26. The WDNR approved the determination on March 7.

The hazardous substance eligibility determinations were submitted for the 24, 28, and 32 S. Main Street parcels in Hartford on February 12. The EPA approved the

determinations on February 13. The petroleum eligibility determinations were submitted to the WDNR on February 12 and approved by the WDNR on February 26.

The hazardous substance eligibility determinations were submitted for Sites 7 and 8 of the Downtown Riverwalk – West Section in West Bend on February 20 and EPA approved the determinations on February 21. The petroleum eligibility determinations for Sites 1 through 8 of the Downtown Riverwalk – West Section in West Bend were submitted to the WDNR on March 11 and approved by the WDNR on March 22.

3rd Quarter of FY 2019

No new activity

C. Completed Activities or Projects

3rd Quarter of FY 2018

Stantec completed eligibility determinations for work to be performed for the Former Barton Elementary School Property in West Bend as well as the Former Jackson Mill Property in Jackson. The eligibility determinations were approved by U.S. EPA and site access agreements were executed with the County. The Phase I ESA site visits were completed by Stantec on June 21, 2018. Stantec also initiated preparation of eligibility determinations for the “West Bank” and Former West Bend Brewery properties located in West Bend.

4th Quarter of FY 2018

The Phase I ESA report for the Former Barton Elementary School Property was completed and submitted on July 6, 2018.

The Phase I ESA report for the Former Jackson Mill Property was also completed and submitted on July 6, 2018.

The petroleum eligibility determination request for the Former West Bend Brewing Site was submitted to the WDNR on August 2. WDNR approved the request on August 10, 2018.

Stantec completed the eligibility determination request for work to be performed for the Brandt Printing, Inc. Site on August 14. The U.S. EPA approved the eligibility determination request the same day. Following final approval of the site access agreement on August 22, Stantec completed the site visit on August 23, 2018. The Phase I ESA report was submitted on August 29, 2018.

1st Quarter of FY 2019

Stantec completed the eligibility determination for the West Bank properties in West Bend and submitted it to USEPA on October 11, 2018. USEPA approved the initial eligibility determination on October 17, 2018. Based on further review of the area and survey modifications, it was determined to add two parcels to the eligibility determination and too also submit an eligibility determination for Petroleum.

Stantec submitted the eligibility determination for the West Bend Brewery Property to U.S. EPA on October 11. U.S. EPA approved the determination on the same day. Phase I ESA research was initiated.

Stantec resubmitted the petroleum eligibility determinations for the Former Gehl property and Former Blain property on October 12. The WDNR approved the eligibility determinations on October 23 and October 18, respectively.

2nd Quarter of FY 2019

As described above, Stantec submitted the petroleum eligibility determination for the Former Bermico/ Line Material Co. Property in West Bend on February 25. The WDNR approved the determination on March 7.

The hazardous substance eligibility determinations were submitted for the 24, 28, and 32 S. Main Street parcels in Hartford on February 12. The EPA approved the determinations on February 13. The petroleum eligibility determinations were submitted to the WDNR on February 12 and approved by the WDNR on February 26.

The hazardous substance eligibility determinations were submitted for Sites 7 and 8 of the Downtown Riverwalk – West Section in West Bend on February 20 and EPA approved the determinations on February 21. The petroleum eligibility determinations for Sites 1 through 8 of the Downtown Riverwalk – West Section in West Bend were submitted to the WDNR on March 11 and approved by the WDNR on March 22.

3rd Quarter of FY 2019

The Phase I ESA for the Downtown Riverwalk – West Section was submitted to USEPA for review on April 10. Stephanie Ross of EPA requested revisions/clarifications on April 12. Stantec revised the report per USEPA Comments. The documents were provided for Washington County and City of West Bend Review on May 9 and Stantec submitted the documents to Stephanie Ross of EPA on May 14. Stephanie Ross of EPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email. Stantec provided clarification as to which Eligibility Determinations correspond to which West Bend Downtown Riverwalk – West Section Site Nos. 1-6. Deb Sielski of Washington County submitted the clarifications to EPA on May 17. Stephanie Ross of EPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email.

The Phase I ESA for the Hartford Main Street Properties was completed. The report and AAI Checklist were submitted to Brian Kennedy of EPA on June 24.

D. Activities or Projects in Progress

2nd Quarter of FY 2018

Stantec is working to complete an eligibility determination for work to be performed for the Former Barton Elementary School property in West Bend.

3rd Quarter of FY 2018

Stantec is working to complete the Phase I ESAs for the Former Barton Elementary School property in West Bend as well as the Former Jackson Mill Property in Jackson. Stantec is also completing eligibility determinations for the “West Bank” and Former West Bend Brewery properties located in West Bend.

4th Quarter of FY 2018

The hazardous substance eligibility determination request for the Former West Bend Brewing Site was initiated and include the adjacent car wash and vacated street parcels. The County and Stantec also continued preparation of eligibility determinations for the “West Bank” properties located in West Bend.

1st Quarter of FY 2019

Stantec initiated preparation of eligibility determinations for the Main Street parcels in Hartford.

2nd Quarter of FY 2019

Stantec completed the Phase I ESA site reconnaissance for the Former West Bend Brewery property on January 24 and prepared an internal Phase I ESA report draft. Pending receipt of owner and user questionnaires, the report will be finalized.

The County executed site access agreements for the Downtown Riverwalk – West Section parcels in West Bend (2/22/2019 for City-owned parcels and 3/7/2019 215 Main Street.) BL Branch Group did not sign the agreement, but sent a letter allowing Phase I ESA activities only. Stantec initiated Phase I ESA research and conducted the Phase I ESA site reconnaissance on March 21. Preparation of an internal Phase I ESA report draft was initiated.

The County executed site access agreements for the 24, 28, and 32 S. Main Street parcels on March 11. Phase I ESA research was initiated.

3rd Quarter of FY 2019

Stantec received the owner and user questionnaires and continued preparation of the Phase I ESA report for the Former West Bend Brewery property.

E. Deliverables

3rd Quarter of FY 2018

Stantec completed eligibility determinations for work to be performed for the Former Barton Elementary School Property in West Bend as well as the Former Jackson Mill Property in Jackson (Attachment A).

4th Quarter of FY 2018

Stantec completed eligibility determinations for work to be performed for the Former West Bend Brewing Site and the Brandt Printing, Inc. Site in the Village of Slinger (Attachment A). The Phase I ESA report for the Brandt Printing, Inc. Site was submitted on August 29, 2018.

1st Quarter of FY 2019

Stantec completed the initial eligibility determination for the West Bank properties in West Bend on October 17, 2018. Stantec completed the hazardous substance eligibility determination for the West Bend Brewery Property on October 11. Stantec resubmitted the petroleum eligibility determinations for the Former Gehl property and Former Blain property in West Bend on October 12.

2nd Quarter of FY 2019

Stantec submitted the petroleum eligibility determination for the Former Bermico/ Line Material Co. Property in West Bend on February 25. The hazardous substance eligibility determinations were submitted for the 24, 28, and 32 S. Main Street parcels in Hartford on February 12. The hazardous substance eligibility determinations were submitted for Sites 7 and 8 of the Downtown Riverwalk – West Section in West Bend on February 20 and EPA approved the determinations on February 21. The petroleum eligibility determinations for Sites 1 through 8 of the Downtown Riverwalk – West Section in West Bend were submitted to the WDNR on March 1.

3rd Quarter of FY 2019

As described above, the Phase I ESA for the Downtown Riverwalk – West Section was submitted to EPA for review on April 10. Stephanie Ross of EPA requested revisions/clarifications on April 12. Stantec revised the report per USEPA Comments. The documents were provided for Washington County and City of West Bend Review on May 9 and Stantec submitted the documents to Stephanie Ross of EPA on May 14. Stephanie Ross of EPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email. Stantec provided clarification as to which Eligibility Determinations correspond to which West Bend Downtown Riverwalk – West Section Site Nos. 1-6. Deb Sielski of Washington County submitted the clarifications to EPA on May 17. Stephanie Ross of EPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email.

The Phase I ESA for the Hartford Main Street Properties was completed. The report and AAI Checklist were submitted to Brian Kennedy of EPA on June 24.

F. **Percent Complete and Scheduled Activities**

This task is currently approximately 60% complete.

2nd Quarter of FY 2018

Scheduled activities for the 2nd quarter of FY2018 include the County submitting eligibility determination requests, and provided sites are eligible, completing Phase I ESAs for high priority sites during the 3rd Quarter of FY2018.

3rd Quarter of FY 2018

During the 3rd Quarter of FY2018, Phase I ESAs will be scheduled and implemented. An eligibility determination and subsequent Phase I ESA will be performed for the Former Barton Elementary School property in the City of West Bend. The property is targeted for adaptive reuse of the historic school building as well as construction of additional buildings and facilities for affordable and market rate apartments.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, Stantec will complete the Phase I ESAs for the Former Barton Elementary School property in West Bend as well as the Former Jackson Mill site in Jackson. Stantec will also complete the eligibility determinations for the “West Bank” and Former West Bend Brewery properties located in West Bend. Phase I ESAs will be completed, as appropriate.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, the County and Stantec will complete the hazardous substance eligibility determination request for the Former West Bend Brewing Site and the “West Bank” properties located in West Bend. Phase I ESAs will be completed, as appropriate.

2nd Quarter of FY 2019

During the 2nd Quarter of FY2019, the eligibility determinations for the Main Street Properties in Hartford and the West Bank Properties in West Bend will be completed and Phase I ESAs initiated, as appropriate. The Phase I ESA will be completed for the West Bend Brewery Property.

3rd Quarter of FY 2019

During the 3rd Quarter of FY2019, The Phase I ESA reports will be completed for Former West Bend Brewery property, the 24, 28, and 32 S. Main Street parcels in Hartford, and Sites 1 through 8 of the Downtown Riverwalk – West Section in West Bend

4th Quarter of FY 2019

The Phase I ESA report for the Former West Bend Brewery property will be completed.

Task 3 – Conduct Phase II Environmental Site Assessments, Site Investigations, and Remedial/Reuse Planning Activities

A. Task Description

This task includes conducting Phase II ESAs, site investigations, and remedial/ reuse planning. On sites that meet the site-specific eligibility requirements, and are approved for use of U.S. EPA funds, by the U.S. EPA (hazardous substance brownfields) and/or WDNR (petroleum brownfields), the County may use the assessment funds to conduct Phase II ESAs, site investigations, remedial planning and other brownfield reuse planning activities. Phase II site investigation activities are likely to include soil and groundwater sampling and may include magnetometer surveys, trenching to confirm

anomalies, asbestos surveys and sampling for other hazardous building materials. Additional field services provided by U.S. EPA may include geophysical characterization, such as ground penetrating radar or electro-magnetic surveys. Greener and Sustainable Remediation principles will be incorporated into project tasks using the ASTM Greener Cleanup Standard Guide.

This task has a current budget of \$302,026 which includes completion of annual updates to the existing approved QAPP. Eligibility determinations (EDs) and/or access agreements may also be completed for Task 3 for any properties for which these were not performed as part of Phase I ESAs conducted as part of Task 2. Based on the budget reallocation requests No. 5 and No. 6 identified in Section III – Modifications to the Work Plan, it is anticipated that the scope of work and deliverables for this task to be completed by the environmental consulting firm will include:

- Approximately eight (8) site-specific sampling and analysis plans (SAPs) and health and safety plans (HASPs);
- Approximately thirteen (13) Phase II ESAs;
- Three (3) remedial action options reports (ROARs) and/ or remedial action plans (RAPs).
- Two (2) asbestos and hazardous materials pre-demolition or renovation surveys.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

3rd Quarter of FY 2018

U.S. EPA approved the QAPP update on June 22, 2018 and authorized the County to begin Phase II ESA work.

4th Quarter of FY 2018

U.S. EPA approved the sampling and analysis plan (SAP) for the Phase II ESA at the Former Barton Elementary School Site on September 12. Use of funds for reuse and remedial costing was approved by U.S. EPA for the Former Niphos Site on July 23. Phase I and II ESAs to the developer's financial backers.

Reuse scenario costing for the Former Niphos Site was completed and a report was issued November 12. A call to discuss the report with the client was conducted on the same day. Further discussions were held following the SRC meeting on November 14. The report will be revised to incorporate the comments received.

Site investigation activities were initiated for the Former Bermico Site. Previous sampling and analysis plan reports were reviewed, and drillers were tentatively scheduled, pending site access.

1st Quarter of FY 2019

No activity

2nd Quarter of FY 2019

No activity.

3rd Quarter of FY 2019

The Sampling and Analysis Plan (SAP) for the Downtown Riverwalk – West Section was submitted to EPA for review on April 10. Stephanie Ross of EPA requested revisions/clarifications on April 12. Stantec responded to EPA's comments via email on April 14. EPA conditionally approved the SAP on April 14 to allow scheduled drilling to begin but requested that a revised SAP be submitted. The revised SAP was provided for Washington County and City of West Bend Review on May 9 and Stantec submitted the documents to Stephanie Ross of USEPA on May 14. Stephanie Ross of EPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email.

The EPA approved use of funds to prepare a redevelopment request for proposals for the former Niphos Plating, Inc. property in Slinger.

C. **Completed Activities or Projects**

2nd Quarter of FY 2018

During the 2nd Quarter of FY 2018, Stantec initiated completion of the annual Quality Assurance Project Plan (QAPP) update.

3rd Quarter of FY 2018

Stantec attended a QAPP update call with Jan Pels and Stephanie Ross of U.S. EPA and Deb Sielski of the County on May 29, 2018. Based on the results of the call the QAPP update was completed, reviewed by the County and submitted to U.S. EPA on June 19, 2018. U.S. EPA approved the QAPP update on June 22, 2018 and authorized the County to begin Phase II ESA work.

4th Quarter of FY 2018

Stantec prepared the site SAP for the Former Barton Elementary School Site dated August 22, 2018. U.S. EPA approved the SAP on September 12, 2018.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, Stantec completed the Phase II ESA report for the Former Barton Elementary School Site (October 26, 2018). Remedial Planning including discussions with the WDNR and developer and preparation of a materials management plan for the site were initiated. Stantec issued a reliance letter for the Phase I and II ESAs to the developer's financial backers.

Reuse scenario costing for the Former Niphos Site was completed and a report was issued November 12. A call to discuss the report with the client was conducted on the

same day. Further discussions were held following the SRC meeting on November 14. The report will be revised to incorporate the comments received.

Site investigation activities were initiated for the Former Bermico Site. Previous sampling and analysis plan reports were reviewed, and drillers were tentatively scheduled, pending site access.

2nd Quarter of FY 2019

A meeting was held with the City of West Bend on February 11 at County offices to discuss initiation of the Phase II ESA at the Former Bermico/ Line Material Co. Property in West Bend. A site visit to view the property and clear underground utilities was conducted by Stantec and the City on February 14. On-site drilling and sampling were conducted on March 6th and 7th. Report preparation was initiated.

The Phase II ESA report for the former Barton Elementary School Property in West Bend was submitted to EPA. The Remedial Action Plan/Soil Management Plan was initiated.

Preparation of the Sampling and Analysis Plan for the Downtown Riverwalk – West Section in West Bend was initiated.

The Remedial Alternative Evaluation and Reuse Planning report for the former Niphos Coatings, Inc. Property was finalized per Village of Slinger comments and submitted on February 6. A meeting was held at Village of Slinger offices on March 8 to discuss next steps and redevelopment of the property.

3rd Quarter of FY 2019

The Remedial Action Plan/Soil Management Plan for the former Barton Elementary School Property was completed. The plan will be submitted to EPA during the 4th quarter.

As described above, the Sampling and Analysis Plan (SAP) for the Downtown Riverwalk – West Section was submitted to USEPA for review on April 10. Stephanie Ross of EPA requested revisions/clarifications on April 12. Stantec responded to EPAs comments via email on April 14. EPA conditionally approved the SAP on April 14 to allow scheduled drilling to begin but requested that a revised SAP be submitted. The revised SAP was provided for Washington County and City of West Bend Review on May 9 and Stantec submitted the documents to Stephanie Ross of USEPA on May 14. Stephanie Ross of USEPA acknowledged receipt and indicated the clarifications were helpful on May 20 via email.

D. Activities or Projects in Progress

2nd Quarter of FY 2018

Stantec is coordinating with Jan Pels and Stephanie Ross of the U.S. EPA to complete the QAPP update.

3rd Quarter of FY 2018

Discussions began regarding completion of the Bermico Property site investigation in West Bend.

4th Quarter of FY 2018

Site field work for the Former Barton Elementary School was coordinated including coordination with site contractors, the laboratory and school district (owner). The site geophysical survey was performed on September 17 and borehole locations marked. Soil boring and groundwater monitoring well installation was performed on September 19 and 20th, 2018. Soil samples were submitted to the analytical laboratory. Groundwater samples were collected on September 21, 2018. Field data reduction was initiated (borehole logs, tables, etc.). Report preparation was initiated.

Stantec reviewed the previous approved SAP for the Former Bermico Site and evaluated tasks required to move the project forward. Stantec met with the City of West Bend and Washington County to discuss appropriate actions with respect to the property owner.

Stantec and Vandewalle attended a call with the City of Slinger regarding reuse scenarios for the former Niphos Site. Stantec initiated cost estimating for the reuse scenarios and discussed the project further with the County.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, remedial planning for the former Barton Elementary School including discussions with the WDNR and developer, and preparation of a materials management plan for the site were initiated. Stantec issued a reliance letter for the Phase I and II ESAs to the developer's financial backers.

Reuse scenario costing for the Former Niphos Site was completed and a report was issued November 12. A call to discuss the report with the client was conducted on the same day. Further discussions were held following the SRC meeting on November 14. The report will be revised to incorporate the comments received.

Site investigation activities were initiated for the Former Bermico Site. Previous sampling and analysis plan reports were reviewed, and drillers were tentatively scheduled, pending site access.

2nd Quarter of FY 2019

Report preparation for the Phase II ESA at the Former Bermico/ Line Material Co. Property in West Bend was ongoing.

Preparation of the Remedial Action Plan/Soil Management Plan for the former Barton Elementary School Property in West Bend was ongoing.

Preparation of the Sampling and Analysis Plan for the Downtown Riverwalk – West Section in West Bend was ongoing.

3rd Quarter of FY 2019

Report preparation for the Phase II ESA at the Former Bermico/ Line Material Co. Property in West Bend continued. Report preparation for the Phase II ESA at the Downtown Riverwalk – West Section in West Bend continued. Preparation of the former West Bend Brewery Sampling and Analysis Plan continued. Preparation of the Hartford Main Street Properties Sampling and Analysis Plan was initiated.

Deb Sielski of Washington County presented the concept of preparing a redevelopment request for proposals (RFP) for the former Niphos Plating, Inc. property to the Village of Slinger Board on April 17, 2019. RFP preparation was initiated.

E. Deliverables

3rd Quarter of FY 2018

The QAPP Update was submitted to USEPA on June 19, 2018.

4th Quarter of FY 2018

Stantec prepared the site SAP for the Former Barton Elementary School Site dated August 22, 2018. EPA approved the SAP on September 12, 2018.

1st Quarter of FY 2019

Stantec issued a reliance letter for the Phase I and II ESAs for the Former Barton School property to the developer's financial backers. Reuse scenario costing for the Former Niphos Site was completed and a report was issued November 12.

2nd Quarter of FY 2019

The Phase II ESA report for the former Barton Elementary School Property in West Bend was submitted to EPA. The Remedial Alternative Evaluation and Reuse Planning report for the former Niphos Coatings, Inc. Property was finalized per Village of Slinger comments and submitted on February 6.

3rd Quarter of FY 2019

The Remedial Action Plan/Soil Management Plan former Barton Elementary School Property was completed. The Sampling and Analysis Plan (SAP) for the Downtown Riverwalk – West Section was completed.

F. Percent Complete and Scheduled Activities

This task is currently 40% complete.

2nd Quarter of FY 2018

Scheduled activities for the 2nd Quarter of FY2018 include the environmental consulting firm updating the existing approved QAPP.

3rd Quarter of FY 2018

During the 3rd Quarter of FY2018, Stantec will prepare a cost estimate for additional remedial scenarios associated with reuse options at the Niphos Coatings site, which

was assessed as part of the FY2014 grant. As applicable, Phase II ESA activities will be conducted. Stantec may begin Phase II ESA activities at the former Bermico site.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, it is anticipated that site investigation activities will be initiated at the Bermico property in West Bend. Based on the results of the Phase I ESAs to be completed, sampling and analysis plans and Phase II ESAs will be initiated as applicable. Stantec and Vandewalle will prepare redevelopment scenarios and cost estimates associated with reuse of the Niphos Coatings site in the Village of Slinger, which was assessed as part of the FY2014 grant.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, the Phase II report for the Former Barton Elementary School Site will be completed. Reuse scenario costing for the Former Niphos Site will also be completed. Site investigation activities will be initiated at the Former Bermico Site.

2nd Quarter of FY 2019

During the 2nd Quarter of FY2019, preparation of a materials management plan for the Former Barton Elementary School Property will be completed. The Former Niphos property remediation scenario report will be revised to incorporate the comments received.

3rd Quarter of FY 2019

During the 3rd Quarter of FY2019, preparation of a Remedial Action Plan/Soil Management Plan for the Former Barton Elementary School Property will be completed. The Phase II ESA report for the Former Bermico/ Line Material Co. Property in West Bend will be completed. The Sampling and Analysis Plan and the Phase II ESA reports for the Downtown Riverwalk – West Section in West Bend will be completed.

4th Quarter of FY 2019

During the 4th Quarter of FY2019, Report preparation for the Phase II ESA at the Former Bermico/ Line Material Co. Property in West Bend will be completed. Report preparation for the Phase II ESA at the Downtown Riverwalk – West Section in West Bend will be completed. Preparation of the former West Bend Brewery Sampling and Analysis Plan will be completed. Preparation of the Hartford Main Street Properties Sampling and Analysis Plan will be completed. Preparation of an RFP for redevelopment of the former Niphos Plating, Inc. property in Slinger will be completed.

Task 4 – Community Brownfields Area-wide Redevelopment Planning

A. Task Description

This task includes area-wide redevelopment planning. There are at least six large sites or clusters of contiguous smaller sites within the target areas for which it is anticipated that area-wide planning will be a key to advancing sites beyond assessment to

redevelopment. The community areas and specific sites on which reuse planning will be performed will be determined by the County and SRC in response to development proposals and/or requests from the coalition members.

This task has a budget of \$48,600. It is anticipated that the scope of work and deliverables for this task to be completed by the consulting firm will include 2 smaller area-wide plans and 1 larger area-wide plans. Areas will be determined by the Coalition and relate to high priority sites as identified in the site prioritization process and community needs.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

4th Quarter of FY 2018

The U.S. EPA approved using grant funds for a hotel market study for the Former Gehl Site in West Bend on September 24.

1st Quarter of FY 2019

The U.S. EPA approved a planning study for downtown Slinger on December 10.

2nd Quarter of FY 2019

None.

3rd Quarter of FY 2019

None.

C. Completed Activities or Projects

2nd Quarter of FY 2018

During the 2nd Quarter of FY 2018, EDWC met with the Village of Germantown to discuss area-wide planning needs tied to development opportunity pressing on the I-41 / Holy Hill / Rail corridor.

3rd Quarter of FY 2018

During the 3rd Quarter of FY 2018, representatives of Stantec, the County, Vandewalle, and the City of West Bend met on May 17 with a prospective developer regarding redevelopment and remediation of the former Gehl manufacturing site. Redevelopment planning for the Site and surrounding area was initially discussed. EDWC completed acquisition and development of an IMPACT DataSource software package, Impact Dashboard, designed to assess economic and fiscal impact of proposed brownfield redevelopment sites. The software is calibrated specifically to the County. The software will be evaluated and further calibrated using actual brownfield successes realized as part of the FY2014 assessment grant.

4th Quarter of FY 2018

The County, Vandewalle and Stantec attended a call with the City of West Bend on August 14 to discuss the Former Gehl property planning needs. Initial discussions were held with Patek Hospitality Consultants, Inc. regarding a hotel market study.

1st Quarter of FY 2019

Patek Hospitality Consultants, Inc. completed Phase I of the hotel market study for the Former Gehl property in West Bend dated December 21. Conclusions were that a hotel downtown on the former Gehl property was a viable option. The study included interviews with multiple hotel chains and local businesses as well as an evaluation to the existing hotel market. The potential for a housing study for the area was also evaluated.

The U.S. EPA approved a planning study for downtown Slinger on December 10. Vandewalle initiated planning activities with the Village of Slinger.

2nd Quarter of FY 2019

On January 11, after a call between the County, City of West Bend, Stantec, Vandewalle, and EDWC regarding review of Patek Hospitality Consultants, Inc. Phase I hotel market study report dated December 21, 2018; the decision was made to move forward with Phase II of the study. Phase II of the study was submitted for review on January 28. Based on review, the County gave approval for Phase III, as well as completion of the final report on February 7. The final report was issued February 13, 2019. The report received many positive comments.

Vandewalle continued activities for the Downtown Redevelopment Plan for the Village of Slinger. Vandewalle presented the interim results of the study on March 27.

3rd Quarter of FY 2019

The Village of Slinger Downtown Vision & Strategy was discussed and reviewed at the May 20th Village Board meeting. The Board began to prioritize projects recommended in the document. The Village Board further discussed prioritization at the July 1st Village Board meeting. The document will be considered for adoption at the August 19th Village Board meeting.

D. Activities or Projects in Progress

2nd Quarter of FY 2018

None.

3rd Quarter of FY 2018

Representatives of Stantec, the County, Vandewalle, and City of West Bend continue to discuss the scope of redevelopment planning for the Gehl site. EDWC continues to prepare the Impact Dashboard for use on sites identified as part of the site inventory and prioritization (Task 1).

4th Quarter of FY 2018

As described above, the County, Vandewalle and Stantec attended a call with the City of West Bend on August 14 to discuss the Former Gehl property planning needs. Initial discussions were held with Patek Hospitality Consultants, Inc. regarding a hotel market study.

1st Quarter of FY 2019

Vandewalle initiated planning activities with the Village of Slinger for a downtown study.

2nd Quarter of FY 2019

Vandewalle continued activities for the Downtown Redevelopment Plan for the Village of Slinger. Vandewalle presented the interim results of the study on March 27.

The Village of Richfield formally requested an infrastructure feasibility study for the Village of Richfield Northeast Corridor on March 21. They will pursue a work scope to study the feasibility with three options including service provided by the Village or Village of Germantown or Village of Jackson.

3rd Quarter of FY 2019

A follow-up call was held with the Village of Richfield, Washington County, Vandewalle and Stantec on April 25 to further discuss the Northeast Corridor infrastructure study. A work scope and estimated cost was prepared and submitted to the Village for review. The Village approved the scope and cost on June 19. The scope and cost was submitted with a budget reallocation request to EPA on June 25 and EPA conditionally approved the budget reallocation and work on June 25, pending questions regarding the area of study.

The Village Board began to prioritize projects recommended in the Village of Slinger Downtown Vision & Strategy document. The Village Board further discussed prioritization at the July 1st Village Board meeting. The document will be considered for adoption at the August 19th Village Board meeting.

E. Deliverables

1st Quarter of FY 2019

Phase I market study report prepared by Patek Hospitality Consultants Inc. and dated December 21 for the Former Gehl Site.

2nd Quarter of FY 2019

Phase II of the Patek Hospitality Consultants, Inc. hotel market study was submitted for review on January 28. Based on review, the County gave approval for Phase III, as well as completion of the final report on February 7. The final report was issued February 13, 2019. The report received many positive comments.

3rd Quarter of FY 2019

A work scope and estimated cost for the Village of Richfield Northeast Corridor Infrastructure study was completed and submitted with a budget reallocation request to EPA on June 25.

F. Percent Complete and Scheduled Activities

This task is currently 75% complete.

4th Quarter of FY 2018

Representatives of Stantec, the County, Vandewalle, and City of West Bend will complete a scope of work for redevelopment planning for the Gehl site. Planning will be initiated. EDWC will continue to prepare Impact Dashboard for use on sites identified as part of the site inventory and prioritization (Task 1) and the software will be utilized as appropriate.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, representatives of Stantec, the County, Vandewalle, and City of West Bend will complete a scope of work for redevelopment planning for the Gehl site. Planning will be initiated.

2nd Quarter of FY 2019

During the 2nd Quarter of FY2019, Phase II of the hotel market study will be completed by Patek Hospitality Consultants Inc. for the Former Gehl Site. Activities for the Downtown Redevelopment Plan for the Village of Slinger will be furthered by Vandewalle.

3rd Quarter of FY 2019

During the 3rd Quarter of FY2019, Vandewalle will complete the Downtown Redevelopment Plan for the Village of Slinger. The Village of Richfield infrastructure feasibility study for the Village of Richfield Northeast Corridor will be initiated.

4th Quarter of FY 2019

During the 4th Quarter of FY2019, The Village Board will further discuss prioritization projects identified in the Village of Slinger Downtown Vision & Strategy. The document will be considered for adoption at the August 19th Village Board meeting. The Village of Richfield infrastructure feasibility study area will be finalized with the EPA and the study will be initiated.

Task 5 – Community Outreach and Involvement

A. Task Description

This task includes community outreach and involvement. Since 2010, the County has proactively involved Washington County communities in the development and advancement of a brownfields-focused SRP. To lead this effort, in early 2013, the

County established a SRC to guide and advance brownfield redevelopment, community outreach and involvement, reuse planning and site assessment.

The Coalition plans to convene the SRC on at least a quarterly basis, with the public meetings widely promoted encouraging participation by our partnering organizations and public. Targeted outreach has occurred and will remain important for each target area. To maximize the extent to which community residents and other stakeholders can provide meaningful input to the project, the SRC comprehensive community outreach program will continue, with elements that include SRC public meetings (occurring quarterly), County-wide and community specific public meetings and forums, print and web-based communication tools including the development and distribution of marketing and informational materials, and joint outreach and education efforts with community partner organizations.

This task has a current budget of \$119,624 which includes enhancing its capabilities in demonstrating ROI and securing investment resources by building an ROI generator designed to evaluate various proposed development deals and weigh them against return for public and private participants. Additionally, the Coalition will deploy the latest in marketing technologies to develop project wins into compelling, easy-to-share success stories and case studies. These will be packaged for both recruitment and educational purposes, extending the program's reach and attracting more qualified projects and redevelopers.

The County will report on Project progress at open forums, such as municipal board/council meetings. The County will also distribute information through the existing Site Redevelopment Program website (www.co.washington.wi.us/SRP) which will serve as the foundation for ongoing web-based communication. The County and SRC members will also distribute information through their websites, newsletters, LinkedIn, Twitter, and blog posts as well as direct notice to community organizations and local newspapers.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

The U.S. EPA approved using grant funds for transportation services to a Brownfields summit between U.S. EPA, IEPA, Washington County, and the City of Rock Falls, Illinois in Rock Falls on September 13, 2018.

C. Completed Activities or Projects

The County completed a press release announcing the grant award for circulation in local newspapers, radio stations and three major television stations serving Southeastern Wisconsin. The County met with the Project Management Team (PMT) to detail the roles and responsibilities for Task 4 - Community Outreach and Involvement.

2nd Quarter of FY 2018

During the 2nd Quarter of FY 2018, the EDWC and the County Project Manager met with Germantown on separate occasions to recruit and secure their formal engagement with the countywide SRC. The County Project Manager prepared a Memorandum of Agreement for review by the Village of Germantown.

The PMT met on March 20, 2018 to review the budget, roles and responsibilities for the PMT and coalition partners, prioritize the tasks and create a detailed work list for the FY 2017 grant. Vandewalle prepared a work plan template for the grant that will be used by members of the PMT.

3rd Quarter of FY 2018

During the 3rd Quarter of FY 2018, significant community outreach occurred.

The PMT met with the National Exchange Bank and Trust on April 9, 2018 with the purpose of informing and engaging local lenders on potential uses of the grant. The EDWC is in the process of coordinating an approach to reach and meet with all commercial lenders with market share in the County by the end of Q4 of FY2019.

The PMT attended and presented at the WDNR Brownfields 101 Conference on May 10, 2018 with the purpose of further informing the public on the organization and success of the County's SRP.

The County Project Manager provided a MOA to Village of Germantown on April 10 to participate in the SRP as a non-Coalition partner. This further informed the Village of services available for redevelopment.

The County, Stantec, Vandewalle and EDWC participated in conference call meetings with all coalition partners to discuss the new grant, the status of sites identified as part of the FY2014 assessment grant, any new sites that have been identified, and other site issues.

The County, Stantec, Vandewalle, and EDWC participated with the Coalition Partners at the first quarterly SRC meeting on Tuesday May 22, 2018; which included a tour of the EH Wolf & Sons redevelopment in the Village of Slinger. The meeting was open to the public.

EDWC completed acquisition and development of the IMPACT DataSource software package, Impact Dashboard, designed to assess economic and fiscal impact/ROI of proposed brownfield redevelopment sites. The software is calibrated specifically to the County. The software will be evaluated and further calibrated using actual brownfield successes realized as part of the FY 2014 assessment grant.

The County project manager met with the U.S. EPA project officer on May 24, 2018.

The PMT held PMT meetings on April 17 and June 19.

The EDWC initiated coordination of a “best practice” sharing research trip to Rock Falls, Illinois to serve as the “sustainability summit” for the SRP to determine the approach for continuing the Site Redevelopment Program after the FY2017 grant is completed.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

4th Quarter of FY 2018

The County, Stantec, Vandewalle, and EDWC participated with the Coalition Partners at the second quarterly SRC meeting on September 5, 2018; which was hosted by the City of Hartford at the Hartford City Hall. The meeting was open to the public. The agenda is provided as Attachment B.

EDWC utilized the IMPACT DataSource software package, Impact Dashboard, to assess economic and fiscal impact/ROI of the EH Wolf & Sons redevelopment in the Village of Slinger. The final report was presented at the September 5, 2018 SRC meeting and the September 13 Brownfields Sustainability Summit in Rock Falls, Illinois (no charges for the summit other than approved transportation costs).

The PMT held meetings on the following dates: July 17, August 1, August 7, August 14, August 22, September 14, and September 25 regarding project activities.

A Redevelopment Site Screening Checklist and Brownfields Redevelopment Process Flowchart were prepared, finalized and distributed to the Coalition Partners and SRC members for their use.

An article was published in the Washington County Insider regarding the Former Barton Elementary School property redevelopment project.

Representatives from Washington County, The City of Rock Falls, City of Hartford, EDWC, Village of Jackson, City of West Bend, Stantec, Vandewalle, U.S. EPA, and Illinois EPA, attended a “best practice” sharing research trip to Rock Falls, Illinois to serve as the “sustainability summit” for the SRP to determine the approach for continuing the Site Redevelopment Program after the FY2017 grant is completed.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

1st Quarter of FY 2019

The County, Stantec, Vandewalle, and EDWC participated with the Coalition Partners at the third quarterly SRC meeting on November 14, 2018; which was hosted by the Village of Richfield at the Richfield Fire Station No. 2. The meeting was open to the public.

A summary and evaluation of the September 13 Brownfields Sustainability Summit in Rock Falls, Illinois was prepared by EDWC and presented at the November 14 SRC

meeting. The evaluation included a detailed summary of best practices, strategies as well as similarities and differences of the two programs. Next steps in the sustainability program were also provided. Commercial Property Accessed Clean Energy (C-PACE) financing available through PACE Wisconsin was also discussed.

The PMT held meetings on the following dates: November 2, November 27, and December 11 regarding project activities.

Vandewalle began preparation of a fact sheet (Fact Sheet No.5) to highlight successes of the County Site Redevelopment Program to date including leveraged resources, acres redeveloped, etc.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

2nd Quarter of FY 2019

A bi-monthly PMT meeting was held on February 5 at County offices.

The County, Stantec, Vandewalle, and EDWC participated with the Coalition Partners at the fourth quarterly SRC meeting on Tuesday, Feb. 19th at 8:30 AM in room T-120 of Moraine Park Tech, which was hosted by the City of West Bend. The meeting was open to the public. Vandewalle completed preparation of a fact sheet (Fact Sheet No.5 – Attachment E) to highlight successes of the County Site Redevelopment Program to date including leveraged resources, acres redeveloped, etc. The fact sheet was presented at the meeting and is provided on the County and EDWC websites. The Site Screening Checklist and request for budget reallocation for the West Bend Animal Hospital property was evaluated and approved. However, the project did not move forward. The status of projects stemming from both the FY2014 and FY2017 grant projects were also discussed.

The SRC program was highlighted in the Annual Report to the County Board related to the SRP Sustainability Strategy, Niphos site redevelopment and remediation, Rock Falls Brownfield Summit and Village of Germantown technical assistance from the US EPA Land Revitalization Program to help design a Connectivity Plan for the Village of Germantown centered on Saxony Village. Several articles appeared in the local press regarding groundbreaking for the Rincon 225 Apartment complex being built on the former Bookends Site in Hartford and the Barton School Apartments being built on the former Barton Elementary School property in West Bend.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter. EDWC also continued to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

3rd Quarter of FY 2019

An SRC meeting was held on Tuesday, April 16th at 1:00 PM in the Washington County Public Agency Center, Room 3224 in West Bend. The agenda and handouts are provided in Attachment A.

A bi-monthly project management team (PMT) meeting was held on May 8 at County offices. Representatives of Washington County, Vandewalle, EDWC and Stantec were in attendance.

An SRC meeting was held on May 21st at 8:30 AM at West Bend City Hall. A Copy of the agenda and handouts is provided in Attachment A. Washington County, EPA, Stantec and Vandewalle attended a site tour following the SRC meeting on May 21st.

A meeting was held on May 30th at County offices to discuss program Sustainability. Representatives of Washington County, Stantec, Vandewalle and EDWC attended the meeting.

The City of West Bend issued a press release on May 6th indicating that the City has entered into an agreement with a developer to construct a hotel and office building on the former Gehl site, which highlighted the Hotel Market Study performed using this grant as identifying the site for hotel development. A copy of the press release is provided as Attachment B. Articles were also carried by the Washington County Insider and Milwaukee Business Journal on May 7th.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP. EDWC also continued to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

D. Activities or Projects in Progress

The County is currently developing a timeline for Task 4 - Community Outreach and Involvement.

2nd Quarter of FY 2018

During the 2nd Quarter of FY 2018, the EDWC researched and provided a demo on an Economic and Fiscal Impact Analysis tool. The County Project Manager will be scheduling monthly PMT meetings to discuss the status of tasks outlined in the Implementation Work Plan and current assessment projects.

3rd Quarter of FY 2018

EDWC continues to prepare Impact Dashboard for use on sites identified as part of the site inventory and prioritization (Task 1). Other ongoing activities described above are in process.

4th Quarter of FY 2018

EDWC continues to prepare Impact Dashboard for use on sites identified as part of the site inventory and prioritization (Task 1). Other ongoing activities described above are in process.

1st Quarter of FY 2019

Vandewalle continued preparation of a fact sheet (Fact Sheet No.5) to highlight successes of the County Site Redevelopment Program to date including leveraged resources, acres redeveloped, etc.

Sustainability program efforts continued.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

2nd Quarter of FY 2019

Sustainability program efforts continued.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter. EDWC also continued to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

3rd Quarter of FY 2019

Sustainability program efforts continued. Gabriel Wanasek, Planning & Parks Intern, will assist in completing success story videos during the 4th Quarter.

Washington County continued to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter. EDWC also continued to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

E. Deliverables

2nd Quarter of FY 2019

Fact Sheet No. 5

3rd Quarter of FY 2019

No deliverables this quarter.

F. Percent Complete and Scheduled Activities

This task is currently approximately 55% complete.

2nd Quarter of FY 2018

Scheduled activities for the 2nd quarter of FY2018 include:

- The County will conduct a countywide public kickoff meeting held in tandem with an SRC meeting.
- Schedule and participate in monthly “check-in” meetings with the Project Management Team.
- Update the County Site Redevelopment Program website at www.co.washington.wi.us/srp to provide current information throughout the FY2017 grant implementation.

3rd Quarter of FY 2018

Scheduled activities for the 3rd Quarter of FY2018 include conducting monthly PMT meetings, the May 22, 2018 SRC meeting and coordinate Q3 project priorities.

The EDWC will negotiate a contract for the Economic and Fiscal Impact Analysis tool; building the tool for the County; analyzing 2 projects and develop the resulting ROI reports (accelerated).

The quarterly SRC meeting is scheduled for Tuesday May 22, 2018 which will include a tour of the EH Wolf & Sons redevelopment in the Village of Slinger and gain approval of priority sites and other activities.

The EDWC will be coordinating a “best practice” sharing research trip to Rock Falls, IL to serve as the “sustainability summit” for the SRP to determine the approach for continuing the Site Redevelopment Program after the FY2017 grant is completed.

The PMT will be attending and presenting at the Wisconsin DNR Brownfields 101 Conference on May 10, 2018 with the purpose of further informing the public on the organization and success of Washington County’s Site Redevelopment Program.

Vandewalle will be creating a fact sheet summarizing this quarter.

Washington County continues to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

4th Quarter of FY 2018

During the 4th Quarter of FY2018, monthly PMT meetings will be conducted, the September 5, 2018 SRC meeting will be held and Q4 project priorities will be coordinated.

The EDWC will analyze 2 projects and develop the resulting ROI reports (accelerated) using the Impact Dashboard software.

The quarterly SRC meeting is scheduled for September 5, 2018 and will be an open meeting held in Hartford.

The “best practice” sharing research trip to Rock Falls, Illinois will be held on September 13 and will serve as the “sustainability summit” for the SRP to determine the approach for continuing the Site Redevelopment Program after the FY 2017 grant is completed.

Vandewalle will be creating a fact sheets to maximize grant funds and summarizing the project status.

Washington County will continue to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

1st Quarter of FY 2019

During the 1st Quarter of FY2019, monthly PMT meetings will be conducted, the November 14, 2018 SRC meeting will be hosted by the Village of Richfield, and Q1 project priorities will be coordinated.

The PMT will be working on preparing Sustainability Strategy for the Site Redevelopment Program that will contain a communications and marketing strategy and a financial sustainability strategy.

Washington County will continue to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP with numerous updates this quarter.

2nd Quarter of FY 2019

During the 2nd Quarter of FY2019, bi-monthly PMT meetings will be conducted. This reduction from monthly reflects progress made in efficiency of management now that the FY2017 grant program is up and running.

The quarterly SRC meeting will be held on February 19 and will be hosted by the City of West Bend.

Vandewalle will complete preparation of a fact sheet (Fact Sheet No.5) to highlight successes of the County Site Redevelopment Program to date including leveraged resources, acres redeveloped, etc.

Sustainability program efforts will continue.

Washington County will continue to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP this quarter.

3rd Quarter of FY 2019

During the 3rd Quarter of FY2019, bi-monthly PMT meeting will be conducted on May 6. The Quarterly SRC meeting will be held on May 21 and will be hosted by the City of West Bend.

Sustainability program efforts will continue. Washington County will continue to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP

this quarter. EDWC will also continue to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

4th Quarter of FY 2019

During the 4th Quarter of FY2019, Gabriel Wanasek, will assist filming success story videos. The Quarterly SRC meeting will be held in September. Bi-monthly PMT meetings will now occur quarterly. As such the next PMT meeting will be conducted during the 1st Quarter of FY 2020 (November).

Sustainability program efforts will continue. Washington County will continue to update the Site Redevelopment Program website at www.co.washington.wi.us/SRP this quarter. EDWC will also continue to update its website with respect to the SRP program <https://www.edwc.org/our-services/brownfield/>

V. PROBLEMS ENCOUNTERED/ASSISTANCE NEEDED

None.

VI. SCHEDULE AND PROJECT MILESTONES

A list of major milestones achieved during the project to date are summarized on the following table.

Date	Activity or Milestone Description
6/02/2017	County Project Manager sent out press release announcing award of USEPA FY2017 grant
10/11/17	USEPA awarded Cooperative Agreement to Washington County
12/7/2017	County Project Manager finalizes Roles and Responsibilities for County, Coalition Partners, EDWC, Stantec and Vandewalle
12/15/17	Tour of current projects with U.S. EPA Project Officer, County Project Manager, Stantec, and Vandewalle.

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Washington County, Wisconsin – FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
Hazardous Substance & Petroleum Brownfields

Task No.	Date	2nd Quarter FY2018 Activity or Milestone Description
0	1/22/2018	County Project Manager completed draft of Coalition MOA
0	1/22/2018	U.S. EPA Project Officer approved draft Coalition MOA
0	1/24/2018	County Project Manager distributed MOAs for review and approval by Coalition Partners
0	1/26/2018	City of West Bend approves MOA
0	1/30/2018	County Project Manager submitted 1st Q FY2018 report to U.S. EPA
0	2/5/2018	Village of Slinger approves MOA
0	2/7/2018	City of Hartford approves MOA
0	2/13/2018	Village of Jackson approves MOA
0	2/15/2018	City of Hartford MOA Executed
0	2/15/2018	City of West Bend MOA Executed
0	2/15/2018	Village of Richfield approves MOA
0	2/15/2018	Village of Slinger MOA Executed
0	3/1/2018	Village of Jackson MOA Executed
0	3/15/2018	Village of Richfield MOA Executed
0	3/15/2018	MOAs Sent to USEPA Project Officer
5	3/20/2018	PMT FY2017 Grant Kick-off Meeting

Task No.	Date	3rd Quarter FY2018 Activity or Milestone Description
5	4/9/2018	PMT meeting with National Exchange Bank and Trust
5	4/10/2018	County Project Manager provides MOA to Village of Germantown to participate in Site Redevelopment Program as a non-Coalition Partner
5	4/11/2018	PMT Conference Call with Village of Jackson
5	4/12/2018	PMT Conference Call with City of West Bend
5	4/13/2018	PMT Conference Call with Village of Richfield
5	4/16/2018	PMT Conference Call with Village of Slinger
5	4/17/2018	PMT Meeting Conference Call
5	5/3/2018	PMT Conference Call with City of Hartford
5	5/10/2018	PMT Presentation at WDNR Brownfields 101 Conference
5	5/22/2018	SRC Meeting
5	5/24/2018	County Project Manager meeting with U.S. EPA Project Officer
3	5/29/2018	Conference Call w/Stantec and U.S. EPA - QAPP discussion
5	6/1/2018	County & EDWC meeting re: Rock Falls Summit
5	6/4/2018	County completed website updates
5	6/7/2018	PMT Conference Call - City of West Bend - status on projects
5	6/19/2018	PMT Meeting Conference Call
5	6/20/2018	County completed website updates
5	6/29/2018	Co. & EDWC - discussion on Rock Falls Summit

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Hazardous Substance & Petroleum Brownfields

City of West Bend - Gehl Site		
4	5/17/2018	PMT meeting with City of West Bend and developer

City of West Bend - Former Barton School		
2	4/17/2018	Stantec completes Eligibility Determination Form for County review
2	4/19/2018	County Project Manager reviewed Eligibility Determination
2	4/27/2018	City of West Bend reviewed Eligibility Determination
2	5/1/2018	Stantec submits Eligibility Determination for U.S. EPA review
2	5/3/2018	Site is determined eligible by U.S. EPA Project Officer
2	6/19/2018	Access agreement executed
2	6/21/2018	Phase I ESA site visit performed

Village of Jackson – Former Jackson Mill		
2	5/29/2018	Stantec completes Eligibility Determination for County review
2	6/4/2018	County Project Manager reviewed Eligibility Determination
2	6/4/2018	Stantec submits Eligibility Determination for U.S. EPA review
2	6/4/2018	Site is determined eligible by U.S. EPA Project Officer
2	6/7/2018	Site access agreement executed
2	6/21/2018	Phase I ESA site visit performed

Task No.	Date	4th Quarter FY 2018 Activity or Milestone Description
5	7/17/2018	PMT meeting
5	8/1/2018	PMT meeting w/Rock Falls, IL and KSU – TAB
5	8/7/2018	PMT Conference Call - inventory
5	8/7/2018	PMT Conference Call
5	8/14/2018	PMT Meeting
5	8/22/2018	PMT Conference Call - inventory/prioritization
1	9/5/2018	Site scoring and inventory completed
5	9/5/2018	Site Screening Checklist and Brownfields Redevelopment Flow Chart completed
5	9/5/2018	Site Redevelopment Committee Meeting
5	9/14/2018	PMT Conference Call - Gehl market study
5	9/25/2018	PMT Meeting

City of West Bend - Gehl Site		
4	8/14/2018	County conference call with City of West Bend regarding planning needs and developer
4	9/24/2018	U.S. EPA approves use of funds for Hotel Market Study

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Hazardous Substance & Petroleum Brownfields

City of West Bend - Former Barton School		
2	7/6/2018	Phase I ESA report completed
3	8/22/2018	SAP submitted to U.S. EPA
3	9/12/2018	SAP approved by U.S. EPA
3	9/21/2018	Site field sampling completed, report preparation initiated.

City of West Bend – Former West Bend Brewing		
2	8/02/2018	Petroleum Eligibility Determination Request submitted to WDNR
2	8/10/2018	Petroleum Eligibility Determination Request approved by WDNR

Village of Jackson – Former Jackson Mill		
2	7/6/2018	Phase I ESA report completed.

Village of Slinger – Brandt Printing, Inc.		
2	8/14/2018	Hazardous Eligibility Determination Request submitted to U.S. EPA
2	8/14/2018	Hazardous Eligibility Determination Request approved by U.S. EPA
2	8/22/2018	Site Access Agreement approved
2	8/23/2018	Site visit completed
2	8/29/2018	Phase I ESA report submitted

Village of Slinger – Former Niphos Plating		
3	7/23/2018	U.S. EPA approves use of funds for redevelopment planning. Planning initiated.

Task No.	Date	1st Quarter FY 2019 Activity or Milestone Description
0	10/30/2018	County Project Manager submitted 4th Q FY2018 report to U.S. EPA
5	11/2/2018	PMT meeting
5	11/14/2018	Site Redevelopment Committee Meeting
5	11/27/2018	PMT meeting
5	12/11/2018	PMT meeting
5	12/13/2018	Budget Reallocation and Work Plan Modification Approved by U.S. EPA
0	12/17/2018	County Project Manager submitted annual FFR to US EPA

City of West Bend - Gehl Site		
4	12/21/2018	Phase I of the Hotel Market Study Completed

City of West Bend - Former Barton School		
3	10/26/2018	Phase II ESA report completed
3	11/30/2018	Reliance Letters issued to developers Financers
3	11/14/2018	Approval from SRC to move forward with remedial planning
3	9/21/2018	Site field sampling completed, report preparation initiated.

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Washington County, Wisconsin – FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
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City of West Bend – Former West Bend Brewing		
2	10/11/2018	Hazardous Eligibility Determination Request submitted to U.S.EPA
2	10/11/2018	Hazardous Eligibility Determination Request approved by U.S.EPA
2	12/3/2018	Access Agreement Completed
2	12/17/2018	Conference call – We Energies, City, Stantec, County

City of West Bend – Former West Bank Properties		
2	10/11/2018	Hazardous Eligibility Determination Request submitted to U.S. EPA
2	10/17/2018	Hazardous Eligibility Determination Request approved by U.S. EPA

Village of Slinger – Former Niphos Plating		
3	11/12/2018	Initial Niphos Remedial action scenario report completed including Vandewalle reuse renderings.

Village of Slinger – Downtown Redevelopment Plan		
4	12/10/2019	U.S. EPA approves use of funds for redevelopment planning. Planning initiated.

Task No.	Date	2nd Quarter FY 2019 Activity or Milestone Description
0	1/30/2019	County Project Manager submitted 1st Q FY2019 report to U.S. EPA
5	2/5/2019	PMT meeting
5	2/19/2019	Site Redevelopment Committee Meeting
5	2/19/2019	Fact Sheet No. 5 Completed
1	3/4/2019	PMT meeting - EDWC website site prioritization
0	3/19/2019	PMT meeting – Stantec & Vandewalle – budget discussion

City of West Bend - Gehl Site		
4	1/28/2019	Phase II of the Hotel Market Study Completed
4	2/5/2019	County meeting with City of West Bend review draft Hotel Market Study
4	2/13/2019	Final Hotel Market Study Completed.

City of West Bend - Former Barton School		
3	1/3/2019	Remedial Action Plan Preparation Initiated

City of West Bend – Former West Bend Brewing		
2	1/24/2019	Phase I ESA Site Reconnaissance Completed, Report Initiated

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City of West Bend – Former West Bank Properties		
2	2/20/2019	Hazardous Eligibility Det. Request Submitted to U.S. EPA (Sites 7 and 8)
2	2/21/2019	Hazardous Eligibility Determination Request Approved by U.S. EPA
2	3/1/2019	Access Agreements Completed for City West Bend properties
2	3/8/2019	Access Agreement Completed for Kreilkamp property
2	3/11/2019	Petroleum Eligibility Requests Submitted to WDNR (Sites 1-8)
2	3/21/2019	Petroleum Eligibility Requests Approved by WDNR (Sites 1-8)
2	3/21/2019	Phase I ESA Site Reconnaissance Completed, Report Initiated

City of West Bend – Former Bermico /Line Material, Inc. Property		
3	2/11/2019	Phase II ESA Kickoff Meeting
2	2/25/2019	Petroleum Eligibility Requests Submitted to WDNR
2	3/7/2019	Petroleum Eligibility Requests Approved by WDNR
3	3/8/2019	Phase II ESA Field Activities Complete, Report Initiated

Village of Slinger – Former Niphos Plating		
3	2/6/2019	Final Niphos Remedial Action Scenario Report Completed.
3	3/8/2019	PMT meeting discuss next steps for Niphos DNR Case Closure

Village of Slinger – Downtown Redevelopment Plan		
4	3/27/2019	Planning Results presented to the Village
4	3/27/2019	Downtown Slinger Open House (Attachment F)

City of Hartford – Main Street Properties		
2	2/12/2019	Hazardous Eligibility Determination Request submitted to U.S. EPA
2	2/13/2019	Hazardous Eligibility Determination Request approved by U.S. EPA
2	2/12/2019	Petroleum Eligibility Requests Submitted to WDNR
2	2/26/2019	Petroleum Eligibility Requests Approved by WDNR
2	3/21/2019	Phase I ESA Site Reconnaissance Completed, Report Initiated

Village of Richfield – Infrastructure Feasibility Study -Northeast Corridor		
4	2/18/2019	Meeting to discuss allocation funding
4	3/21/2019	Request for Infrastructure Feasibility Study

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Washington County, Wisconsin – FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
Hazardous Substance & Petroleum Brownfields

Task No.	Date	3rd Quarter FY 2019 Activity or Milestone Description
5	4/16/2019	SRC meeting held at Washington County Public Agency Center
0	4/30/2019	County Project Manager submitted 2 nd Q FY2019 report to U.S. EPA
5	5/8/2019	PMT meeting held at County Offices.
5	5/21/2019	SRC meeting held at West Bend City Hall
5	5/30/2019	Sustainability meeting held at County offices.

City of West Bend - Gehl Site		
4 -5	5/06/2019	West Bend issues press release that a hotel developer selected based in part on the Hotel Market Study Completed

City of West Bend - Former Barton School		
3	4/9/2019	Remedial Action Plan Completed

City of West Bend – Former West Bend Brewing		
2	6/21/2019	Phase I ESA Site Reconnaissance Draft Completed
3	6/21/2019	Phase II ESA Sampling and Analysis Plan Draft Completed

City of West Bend – Former West Bank Properties		
2	4/10/2019	Phase I ESA report submitted to EPA – EPA approved with comments on 4/14
3	4/10/2019	SAP submitted to EPA – EPA approved with comments on 4/14
3	4/16/2019	Phase II ESA field work completed; Phase II ESA report initiated.
2	5/14/2019	Final Phase I ESA report submitted to EPA
3	5/14/2019	Final SAP submitted to EPA

City of West Bend – Former Bermico /Line Material, Inc. Property		
3	4/10/2019	Client meeting to discuss preliminary Phase II ESA results.

Village of Slinger – Former Niphos Plating		
3	4/17/2019	Presentation to the Village Board regarding issuance of request for proposals for the redevelopment of the property. Initiate Draft RFP.

Village of Slinger – Downtown Redevelopment Plan		
4	5/20/2019	Planning document presented to the Village and Village began prioritization of projects per the Plan.

City of Hartford – Main Street Properties		
2	6/24/2019	Phase I ESA completed.
3	6/24/2019	Phase II ESA SAP preparation initiated.

Village of Richfield – Infrastructure Feasibility Study -Northeast Corridor		
4	6/25/2019	Submit work scope and cost reallocation request to EPAe
4	6/25/2019	EPA approves Cost Reallocation and requests additional information of study area.

Additional milestones for the project will be added to this table as part of the next Quarterly Report.

VII. BUDGET SUMMARY

Summary of Grant Expenses by Category for the Reporting Period 4/1/2019 – 6/30/2019

A summary of grant expenses by category is provided below, including the current budget, amounts previously expended, amounts expended during the 3rd Quarter of FY2019, total amounts expended through June 30, 2019, and the budget remaining as of June 30, 2019.

Categories	Budgeted Amount	Previously Expended	Expenses 4/1/2019 – 6/30/2019	Total Cumulative Expenses	Amount Remaining
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 5,900.00	\$ 1,717.01	\$ -	\$ 1,717.01	\$ 4,182.99
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 1,900.00	\$ -	\$ -	\$ -	\$ 1,900.00
Contractual	\$ 592,200.00	\$ 206,080.54	\$ 99,639.26	\$ 305,719.80	\$ 286,480.20
Other	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 600,000.00	\$ 207,797.55	\$ 99,639.26	\$ 307,436.81	\$ 292,563.19

Summary of Current Budget Status by Task as of June 30, 2019

The following is a summary of the current budget status by task as of June 30, 2019.

Task No.	Task Description	Approved Budget as of 6/30/2019	Previously Expended (though 3/31/2019)	Amount Expended (4/1/19-6/30/2019)	Total Amount Expended through 6/30/2019	Budget Remaining as of 6/30/2019	Percent of Budget Expended
0	Programmatic Activities	\$ 28,350.00	\$ 15,369.08	\$ 4,752.75	\$ 20,121.83	\$ 8,228.17	71.0%
1	Brownfields Inventory and Site Prioritization	\$ 30,000.00	\$ 23,880.49	\$ 0.00	\$ 23,880.49	\$ 6,119.51	79.6%
2	Phase I ESAs	\$ 71,400.00	\$ 28,755.21	\$ 16,280.34	\$ 45,035.55	\$ 26,364.45	63.1%
3	Phase II ESAs, Site Investigations, and Remedial/Reuse Planning	\$ 302,026.00	\$ 54,047.47	\$ 55,935.65	\$ 109,983.12	\$ 192,042.88	36.4%
4	Community Brownfields Area-wide Redevelopment Planning	\$ 48,600.00	\$ 35,238.66	\$ 7,352.50	\$ 42,591.16	\$ 6,008.84	87.6%
5	Community Outreach and Involvement	\$ 119,624.00	\$ 50,506.64	\$ 15,318.02	\$ 65,824.66	\$ 53,799.34	55.0%
	Total USEPA Grant	\$ 600,000.00	\$ 207,797.55	\$ 99,639.26	\$ 307,436.81	\$ 292,563.19	51.2%

Summary of Current Budget Status by Funding Source as of June 30, 2019

A summary of grant reimbursements through the EPA Automated Standard application for Payment (ASAP) System is based on reimbursements requested by the County for invoices already paid. The summary table includes the current grant amount, amounts previously reimbursed, amounts reimbursed during the 3rd Quarter FY2019, total amounts reimbursed, and the budget remaining for both the hazardous substance and petroleum grants. The following is a summary of the current budget status by funding source as of June 30, 2019.

3rd Quarter FY 2019 (April 1, 2019 – June 30, 2019)

Grants	Budgeted Amount	Previously Reimbursed	Reimbursed 4/1/2019 – 6/30/2019	Total Cumulative Reimbursement	Amount Remaining
Hazardous	\$ 300,000.00	\$ 28,922.82	\$ 0.00	\$ 81,958.27	\$ 218,041.73
Petroleum	\$ 300,000.00	\$ 28,708.42	\$ 0.00	\$ 47,907.06	\$ 252,092.94
				\$ -	
Totals	\$ 600,000.00	\$ 57,631.24	\$ 0.00	\$ 129,865.33	\$ 470,134.67

VIII. PERFORMANCE OUTPUTS AND OUTCOMES

This section summarizes performance outputs and outcomes for the County FY2017 Community-Wide Coalition Assessment Grant for Hazardous Substance & Petroleum Brownfields. Outputs and outcomes include:

- Number of completed Phase I and Phase II environmental site assessments (ESAs) on priority brownfield sites.
14 Phase I ESAs have been completed to date (14 ACRES parcels).
One Phase II ESA has been completed to date.
- Number of completed additional site investigations and remedial action plans developed for select sites for which Phase II ESAs are completed.
One Supplemental Site Investigation Report – Former Niphos property
Two remedial Action Plans, Former Niphos and Barton Elementary School
- Number of successful projects where grant was used to leverage additional funding for redevelopment projects.
See IX below.
- Number of success story profiles and case studies developed to further market the SRP to connect potential investors and other end-users with brownfield sites that can be a focus for redevelopment and reuse.

Completed two success story videos and developed County SRP Story Map.
Development of County GIS application for local governments to update inventory and prioritize potential redevelopment sites. Additional success story videos are in process during the 4th Quarter.

- Completion of an update to the community-wide inventory and prioritization of brownfields sites within the County.
Completed September 5, 2018
- Performing community outreach and education related to brownfields.
See Task 5
- Connecting potential business and other end-users with brownfield sites that can be a focus for redevelopment and reuse.

Additional outputs and outcomes will be documented in upcoming Quarterly Reports.

IX. LEVERAGED ACTIVITIES

This section summarizes leveraged activities for the Washington County FY 2014 and FY2017 Community-Wide Coalition Assessment Grants for Hazardous Substance & Petroleum Brownfields. Fact Sheet No. 5 and the table provided in Attachment C Summarizes leveraged resources to date which total over **\$38 million**. Please note that significant leveraged construction activities are ongoing at the former Bookends/Rincon site in Hartford, former Barton Elementary School in West Bend and Saxony Village site in Germantown. Building

demolition is also scheduled for the former Bermico Site in West Bend. As such, leveraged resources will increase over the next several quarters and updates provided.

X. IN-KIND CONTRIBUTION

Summary of In-kind contribution reported for the 3rd Quarter of FY2019.

Quarterly Report No. 7, 3rd Quarter Fiscal Year 2019, April 1, 2019 – June 30, 2019
Washington County, Wisconsin – FY2017 U.S. EPA Community-Wide Coalition Assessment Grant for
Hazardous Substance & Petroleum Brownfields

Name	Title	Budgeted In-kind Contribution	Previous In-kind Contribution	Total In-Kind 3rd Q FY2019	Total Cumulative In-kind
Washington County In-Kind					
Deb Sielski	Deputy Administrator	\$ 39,276.00	\$ 39,324.61	\$ 11,022.97	\$ 50,347.58
Samantha Theisen	Planning Intern	\$ 1,287.00	\$ 1,194.10	\$ 77.58	\$ 1,271.68
Tyler Betry	Plan & Parks Analyst	\$ 4,103.00	\$ 4,984.30	\$ -	\$ 4,984.30
Gabi Wanasek	Plan & Parks Intern	\$ 221.40	\$ 221.40	\$ 58.50	\$ 279.90
Mike Vander Sanden	GIS Coordinator	\$ 3,360.00	\$ 722.76	\$ 481.84	\$ 1,204.60
Fay Fitts	Administrative Sec.	\$ 575.00	\$ -	\$ -	\$ -
Joe Steier	Land Use & Plan Analyst	\$ -	\$ 1,048.95	\$ 1,495.65	\$ 2,544.60
Jackie Limbach	Office Manager	\$ -	\$ 17.02	\$ 0.00	\$ 17.02
Brad Stern	County Attorney	\$ 4,403.00	\$ 196.06	\$ 0.00	\$ 196.06
Ashley Reichert	County Clerk				
Bill Kurer	Purchasing Manager			\$ 253.80	\$ 253.80
Total Co. In-kind		\$ 53,225.40	\$ 47,709.19	\$ 13,390.34	\$ 61,099.53
City of Hartford In-Kind					
Justin Drew	Dir. of Comm. Devel.	\$ 1,224.00	\$ -	\$ 224.17	\$ 224.17
Village of Slinger In-Kind					
Jessi Balcom	Village Administrator	\$ 1,435.00	\$ 1,396.72	\$ 249.56	\$ 1,646.28
Jim Haggerty	DPW Dir/V. Engineer	\$ 138.00	\$ 337.08	\$ 64.78	\$ 401.86
Village of Richfield In-Kind					
Jim Healy	Village Administrator	\$ 1,483.00	\$ 447.75	\$ 149.25	\$ 597.00
City of West Bend In-Kind					
Jay Shambeau	City Administrator	\$ 3,055.00	\$ 806.11	\$ 117.99	\$ 924.10
Mark Piotrowicz	Development Dir.	\$ 2,091.00	\$ 1,605.58	\$ 358.79	\$ 1,964.37
Cindy Leinss	Park Project Manager		\$ 256.14	\$ 183.75	\$ 439.89
Adam Gitter	Econ. Devel. Manager	\$ 1,189.00	\$ -	\$ 104.93	\$ 346.25
Village of Jackson In-Kind					
John Walther	Village Administrator	\$ 553.00	\$ 1,072.50	\$ 65.00	\$ 1,137.50
Brian Kober	Dir. Of Public Works/Engineer	\$ 330.00	\$ -	\$ -	\$ -
Economic Development Washington County (EDWC) In-Kind					
Christian Tscheschlok	Executive Director	\$ 24,883.00	\$ 7,513.30	\$ 3,211.68	\$ 10,724.98
	support staff	\$ 4,777.00	\$ -	\$ -	\$ -
Total Coalition Partner In-kind		\$ 41,158.00	\$ 13,676.51	\$ 4,729.89	\$ 18,406.40
Total In-kind		\$ 94,383.40	\$ 61,385.70	\$ 18,120.23	\$ 79,505.93

Attachments

- A. Agenda and Minutes for SRC Meetings (4/16/2019 & 5/21/2019)
- B. Press Articles Etc.
- C. Summary of Leveraged Resources

Attachment A

Agenda and Minutes for SRC Meetings



AGENDA
Site Redevelopment Steering Committee Meeting
Tuesday, April 16, 2019 - 1:00 PM
Public Agency Center, Room 3224
333 E. Washington Street West Bend, WI 53095

The following business will be brought before the Committee for initiation, discussion, deliberation, and possible formal action subject to the rules of the Board, which may be inspected in the office of the County Clerk.

- 1. Call to Order and Affidavit of Posting**
- 2. Minutes of February 19, 2019**
- 3. Consideration of Budget Reallocations**
- 4. Discussion of FY2020 US EPA Grant Applications**
- 5. Discussion of Upcoming SRC Meeting**
- 6. Adjournment**

It is possible that individual members of other governing bodies of the County government may attend the above meeting. It is possible that such attendance may constitute a meeting of any such other governing body pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice is given solely to comply with the notice requirements of the open meeting law. No action will be taken by any other governmental body except by the governing body noticed in the caption above.

AFFIDAVIT OF POSTING

This agenda was posted in the office of the County Clerk on the 10th of April, 2019. Notice was sent to the West Bend Daily News, Express News, WIBD/WMBZ Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.

ATTACHMENTS:

Description	Type
▣ Minutes of Feb 19, 2019	Minutes

1 **WASHINGTON COUNTY**
2 **SITE REDEVELOPMENT STEERING COMMITTEE**

3 West Bend: Moraine Park Technical College
4 2151 N Main St, West Bend, WI 53090

February 19, 2019
8:30 a.m.

5 Present: Ray Heidtke, Jessi Balcom, Christian Tscheschlok, Lisa Maylen, Mark Piotrowicz, Curt Pitzen, John
6 Walther, Justin Drew

7
8 Excused: Jim Healy

9
10 Absent: Frank Carr

11
12 Also Present: Jolena Presti – Vandewalle & Assoc., Adam Gitter – City of West Bend, Dave Holmes - Stantec,
13 Deb Sielski-Deputy Planning & Parks Dept. Administrator, Joseph Steier - Planning & Parks Analyst,
14 Samantha Theisen - Planning Intern

15
16 Chairperson Heidtke called the meeting to order and read the Affidavit of Posting at 8:30 a.m.

17
18 **MINUTES OF NOVEMBER 14, 2018**

19 Mr. Heidtke presented the minutes from the last meeting.

20 **Moved by Mr. Tscheschlok, seconded by Ms. Maylen, to approve the minutes of November 14, 2018.**

21 **Motion carried.**

22
23 **DISCUSSION OF THE STATUS OF FY2017 GRANT BUDGET**

24 Ms. Sielski discussed grant summary handouts which consisted of the allocated and unallocated funds for Task
25 2, Task 3, and Task 4 and associated project specific funds.

26
27 **CONSIDERATION OF BUDGET REALLOCATIONS**

28 Ms. Sielski discussed the consideration of reallocating the following grant funds:

- 29 1. Up to \$25,000 in funding, as directed by the Wisconsin Department of Natural Resources (WDNR), under
30 Washington County's Fiscal Year 2017 (FY17) United States Environmental Protection Agency (USEPA)
31 Brownfields Community Wide Assessment (CWA) Grant for use in performing environmental site
32 investigation activities at the Former West Bend Animal Hospital Property.

33 **Moved by Mr. Tscheschlok, seconded by Mr. Walther, to approve the reallocation of up to**
34 **\$25,000 for Phase II ESA with a 50/50 cost share. Motion carried.**

35
36 **FORMER BARTON SCHOOL REDEVELOPMENT UPDATE**

37 Mr. Piotrowicz gave a presentation update on the former Barton School redevelopment site.

38
39 **HARTFORD NORTHERN BOOKENDS REDEVELOPMENT UPDATE**

40 Mr. Drew gave a presentation update on the Hartford Northern Bookend redevelopment site. It should be noted
41 that the site is now referred to as the Rincon 225 site.

42
43 **STATUS UPDATE OF CURRENT PROJECTS – COALITION MEMBERS**

44 Coalition members provided updates on current projects.

45
46 West Bend members reported the 2100 North Western site which has been on hold will complete the
47 assessment work and initiate demolition this year and continue to move forward. The Gehl site just completed a
48 hotel study. The former Praefke Brake site has received a notice of contamination from the WIDNR resulting in
49 the project being put on hold for now. The Milwaukee River - East Bank Project is nearly complete and access
50 agreements for the West Bank moving forward. The brewery site is nearly finished with Phase I.

51
52 Slinger members reported their downtown draft vision is in progress and the Niphos site remediation is
53 complete and the County is seeking case closure.

54
55 Jackson members reported the Jackson Mill project seems to be put on hold for the foreseeable future. The
56 Village also sold the old department of public works and fire department buildings to the school district to reuse
57 into a Pre-K elementary school. The Village will use funds to purchase land to create a new Public Safety
58 Building. Village will create a TIF district in that area.

59
60 **DISCUSSION OF UPCOMING SRC MEETING**

61 Ms. Sielski mentioned that the next meeting is tentatively scheduled for Tuesday May 21st at 8:30am at West
62 Bend City Hall.

63
64 **ADJOURNMENT**

65 Mr. Heidtke adjourned the meeting at 9:58 a.m.

66
67 Ray Heidtke, Chairperson



Washington County

Site Redevelopment Program



Memo To: Washington County Site Redevelopment Steering Committee (SRC)

From: Debora Sielski, Deputy Planning & Parks Administrator, Washington County
Justin Drew, City of Hartford
Jolena Presti, Vandewalle & Assoc.

Date: April 9, 2019

Re: Consideration of EPA Budget Reallocation Request – City of Hartford – Former Kmart Site Reuse Concept Development

Approval is requested from the Site Redevelopment Committee (SRC) to allocate up to \$11,500 in funding under Washington County's Fiscal Year 2017 (FY17) United States Environmental Protection Agency (USEPA) Brownfields Assessment Grant for use in developing a redevelopment plan for the Hartford Plaza, an older and underutilized strip shopping center. This is one of the few large scale-retail sites within the city. This 18-acre property lost both of its anchor tenants within the last 5 years and only 5,000 square feet of the 125,000 square foot retail center is under lease. There is substantial water leakage from the aging roof, and the damage from this makes complete demolition and redevelopment of the site likely. The total cost of the project is \$18,500 of which \$7,000 is remaining as part of Hartford's initial \$40,000 coalition allocation.

Task One: Site Analysis, Opportunities and Market Assessment

1. Site Visit and meeting with city staff
2. Gather site info related to constraints and existing conditions (infrastructure, utilities, etc.)
3. Attend one meeting/site visit with property owners
4. Analysis of demographic trends, workforce/industry profile, retail gap analysis
5. Housing Assessment based on existing data
6. Prepare one map graphic representative of site and area opportunities – connections to surrounding developments, transportation, downtown

Task Two: Reuse Concept Alternatives

1. Conduct design work session at V&A office
2. Prepare up to two redevelopment/reuse concept alternative plans
3. Finalize preferred concept plan
4. Prepare one vision perspective reflective of the preferred redevelopment concept for use in advancing redevelopment of the site



Planning and Parks Department

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Washington County

Site Redevelopment Program



Task Three: Summary Document and Graphics

1. Prepare final summary narrative inclusive of due diligence, analysis, recommendations and preferred redevelopment scenario graphics (in PDF format)
2. Attend and present project deliverables at a City Plan Commission or Council meeting



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Redevelopment Site Screening Checklist

WASHINGTON COUNTY SITE REDEVELOPMENT PROGRAM



THE SITE REDEVELOPMENT PROGRAM (SRP) is a coalition of Washington County communities that coordinates efforts and resources to further the redevelopment of previously contaminated and underutilized sites, improving environmental conditions and renewing economic energy in Washington County.



STEP 1:

FUNDAMENTAL CONSIDERATIONS

The SRP is able to provide funding to assist with certain activities related to site redevelopment, including site investigation and reuse planning. This Checklist should be used to determine if a proposed site is ready for redevelopment and therefore appropriate for investment by the SRP.



NO:
The site is not a good candidate at this time.

Is there potential to obtain site access?

NO

Without access, the site is not a good candidate for SRP funding.

YES

Access is essential to site closure; Contact the PMT for advice on the most successful method to gain access.

Is the property owner interested in redevelopment and willing to work with the SRP?

NO

The site is not a good candidate for SRP funding.

YES

Property owner interest is essential to moving forward to site closure. Contact the PMT for advice.

Is the site eligible for EPA grant funding for site cleanup?

To be eligible it must meet **all three** of the requirements that are listed below...

NO

Because the site cannot be defined as a Brownfield...

A Brownfield is any real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.

...and/or Washington County and/or the local government are responsible parties...

...and/or the site has known open environmental enforcement actions

YES

✓ **1.** Meets the definition of a Brownfield:

✓ **2.** Neither Washington County nor local government are a responsible party

✓ **3.** Is free of known open environmental enforcement actions

Is the end user/developer prepared to address Phase 1 findings?

NO

The site is not a good candidate for SRP funding.

YES

Excellent! Move to the next question.

Does the local government have the economic development tools, time, and resources in place to make the site a priority?

NO

The site is not a good candidate for SRP funding.

YES

These tools make a project far more likely to be successful and provide a good return on investment for the SRP.



WASHINGTON
COUNTY

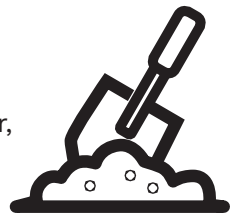
e.d.w.c
YOUR GROWTH. OUR PASSION.



**GREAT! Get ready to dig into
STEPS 2 + 3**

STEP 2: DIGGING INTO THE ISSUES

Now consider the following questions to further evaluate site readiness. There is no scoring; rather, the questions aim to shed light on the potential advantages and hurdles associated with the site.



NO YES

SITE COMPLEXITY



Is the site/area relatively simple and free of costly complications? Simple sites are good candidates for redevelopment and likely to achieve a high return on investment for the SRP. If the site is highly complex it will require additional funding and experienced project management to move it to completion.

ENVIRONMENTAL CONDITIONS:

NO YES These answers will help the PMT anticipate costs of assessment, cleanup, and reaching site closure.



Are there environmental concerns with the site? What are they? _____



Will a Phase 2 Environmental Assessment (and beyond) likely be needed?

REDEVELOPMENT MARKET:

NO YES Knowing the answers to these questions will help the PMT understand the project's market viability.



Is there an end use or redevelopment/reuse scenario in mind for the site? This will inform how extensive site investigation and cleanup efforts need to be. _____



Is there a developer at the table? If so, a return on investment for the SRP in the near term is much more likely.



Does this site have potential to be a cluster (rather than a grouping of parcels)? The cluster could become a larger-scale project with many reuse possibilities. It may also have a greater community impact by leveraging other current investments. Describe the cluster: _____



Are there other area projects in the works that could help drive the need for SRP funds? Complementary projects or developments may help leverage SRP investments in the near term. List the projects: _____

COMMUNITY GOALS:

NO YES This will help the PMT understand the site's importance within the community as a whole.



Is the site included in local plans, such as the community's comprehensive plan, downtown plan, or economic development strategic plan? If so, the site is likely to have a greater impact on the community by leveraging other area projects and investments.



Is there community support? If the planned reuse has support and is consistent with community planning and reuse goals, the project is more likely to go smoothly, and to generate a return on investment for the SRP.



Are there incentives (such as TIF districts) already in place in the area or community?
If so, there is a better chance of putting together a viable project.

STEP 3: IDENTIFY THE HURDLES

Finally, here or on a separate sheet please tell us about known hurdles or obstacles to redevelopment. This helps us craft a customized redevelopment strategy to address them.

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has rounded corners on the left side and a small tab on the right edge. The background is a solid light gray.

YOUR NAME: _____

ADDRESS OF PROPERTY (IES): _____

TAX I.D. OF THE PROPERTY (IES):: _____

NAME OF THE PROPERTY OWNER: _____

ADDRESS OF OWNER/REPRESENTATIVE: _____ CITY: _____ STATE: _____

EMAIL OF OWNER/REPRESENTATIVE: _____

PHONE NUMBER OF OWNER/REPRESENTATIVE: () _____

QUESTIONS? READY TO SUBMIT THE CHECKLIST?

Contact Debora Sielski, Washington County Planning & Parks Dept.:
(262) 335-4445 or deb.sielski@co.washington.wi.us



e.d.w.c
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Washington County

Site Redevelopment Program



Memo To: Washington County Site Redevelopment Steering Committee (SRC)

From: Debora Sielski, Deputy Planning & Parks Administrator, Washington County
Jessi Balcom, Village of Slinger
Jackie Mich, Vandewalle & Assoc.
Rick Binder, Stantec Consulting Services, Inc.

Date: April 11, 2019

Re: Consideration of EPA Budget Reallocation Request – Village of Slinger – Former Niphos Coating Site

Approval is requested from the Site Redevelopment Committee (SRC) to allocate up to \$4500 in funding under Washington County's Fiscal Year 2017 (FY17) United States Environmental Protection Agency (USEPA) Brownfields Assessment Grant for use in preparation of a Request for Redevelopment Proposals for the former Niphos Coatings, Inc. Property located at 308-310 Oak Street in the Village of Slinger. The property was used for industrial purposes for the past 140 years. The discovery of hazardous materials led to a removal action undertaken by the United States Environmental Protection Agency (EPA) during 2012. Additional site investigation was conducted by the WDNR and then Stantec as part of the FY 2014 EPA grant. The County owns the property and performed remedial activities during 2018 through funds from the County. The County is currently pursuing Wisconsin Department of Natural Resources Site Closure. We are starting to discuss next steps with the Village of Slinger in putting together a Request for Redevelopment Proposal to send out.

We are requesting assistance from Stantec & Vandewalle to do the following:

- Attend committee meetings to discuss redevelopment scenarios document that Stantec and V&A completed and answer questions regarding contamination based on testing completed as part of our FY2014 assessment grant
- Assist in writing some of the following sections of the Request for Redevelopment Proposals (the rest would be compiled by the County):
 - Project Overview
 - Existing Site Characteristics and Contamination
 - Preferred Development Concepts
 - Available information



Planning and Parks Department

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Washington County

Site Redevelopment Program



- Vandewalle & Associates would assist with writing the RFP, review the draft RFP, review the proposals, and attend two meetings at a cost of \$2,500. Stantec would write a minor section of the RFP which is largely complete and attend two meetings at a cost of \$1,000-\$2,000.
- Based on the above, the County requests up to \$4,500 in funding to assist the County in this effort.



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AGENDA
Site Redevelopment Steering Committee Meeting
Tuesday, May 21, 2019 - 8:30 AM
West Bend City Hall, Room #302
3rd Floor Administrative Conference Room 1115 S. Main
Street West Bend, WI 53095

The following business will be brought before the Committee for initiation, discussion, deliberation, and possible formal action subject to the rules of the Board, which may be inspected in the office of the County Clerk.

- 1. Call to Order and Affidavit of Posting**
- 2. Minutes of April 16, 2019**
- 3. Introductions**
- 4. Status of FY2017 Grant Budget**
- 5. Consideration of Budget Reallocations**
- 6. Review Existing Program Goals and Guidelines**
- 7. Update on FY2020 Grant Applications**
- 8. Presentation by US EPA Project Officer**
- 9. Presentation of Village of Slinger Downtown Redevelopment Project**
- 10. Discussion of High Priority Sites**
- 11. Discussion of Upcoming SRC Meeting**
- 12. Adjournment**

It is possible that individual members of other governing bodies of the County government may attend the above meeting. It is possible that such attendance may constitute a meeting of any such other governing body pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice is given solely to comply with the notice requirements of the open meeting law. No action will be taken by any other governmental body except by the governing body noticed in the caption above.

AFFIDAVIT OF POSTING

This agenda was posted in the office of the County Clerk on the 14th of May, 2019. Notice was sent to the West Bend Daily News, Express News, WIBD/WMBZ Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.

ATTACHMENTS:

Description	Type
▣ Minutes of April 16, 2019	Minutes

- 1
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April 16, 2019
1:00 p.m.

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42 2. Apply for the US EPA FY2020 Brownfields Revolving Loan Fund Grant
43

44 **DISCUSSION OF UPCOMING SRC MEETING**

45 Ms. Sielski mentioned that the next meeting is tentatively scheduled for Tuesday May 21st at 8:30am at West
46 Bend City Hall.
47

48 **ADJOURNMENT**

49 Mr. Carr adjourned the meeting at 1:51 p.m.

50 **Moved by Mr. Walther, seconded by Ms. Maylen, to adjourn the meeting. Motion carried.**
51
52

53 Curt Pitzen, Vice Chairperson



Washington County

Site Redevelopment Program



Memo To: Washington County Site Redevelopment Steering Committee (SRC)

From: Debora Sielski, Deputy Planning & Parks Administrator
Richard Binder, Stantec Consulting Services, Inc.

Date: May 17, 2019

Re: Consideration of EPA Budget Reallocation Request – Phase II ESA/ Remedial Planning

Stantec Consulting Services, Inc. updated the previous 2016 Site Investigation report for the former Niphos Plating Property to evaluate site sample results relative to recently updated/promulgated Chapter NR 720 Wisconsin Administrative Code soil standards and to revise the remedial approach. Per our July 18, 2017 proposal, it was established that the cost associated with this task would be completed as part of the U.S. EPA assessment grant budget. No budget has been assigned to date. We are requesting \$2,000.00 from Task 3 (Phase II ESAs) be moved to Task 3 (Niphos Remedial Planning) to complete this task.



Planning and Parks Department

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July 18, 2017

Ms. Debora M. Sielski
Deputy Planning & Parks Administrator
Washington County Planning & Parks Department
333 E. Washington Street, Suite 2300
West Bend, Wisconsin 53095

**RE: Estimated Stantec Costs for Interim Closure Actions; Niphos Coatings Inc. (Former)
308-310 Oak Street, Slinger, Wisconsin; WDNR BRRS #02-67-561163
Stantec File #19373514**

Dear Deb:

Per your request, this letter provides an activities summary and estimated costs for work necessary for Stantec Consulting Service Inc. (Stantec) to assist Washington County (the "County") in conducting activities necessary to secure "case closure" from the Wisconsin Department of Natural Resources (WDNR) for the referenced property. The recommendations are based on the findings of additional testing completed at the property by Stantec Consulting Services Inc. (Stantec) during 2016 and summarized in a draft Supplemental Site Investigation Report dated July 2016.

SCOPE OF WORK AND ESTIMATED COST

A bid scope for activities to be completed by remedial contractor was prepared by Stantec in 2016 (attached). Planned remedial activities include excavation and landfilling of an area with documented exposed contaminated soil, removal and landfilling of potentially contaminated sediment accumulated on concrete slabs, and removal and disposal of miscellaneous debris located behind the building. This letter summarizes estimated costs for Stantec to assist the County in coordinating and overseeing the remedial activities and in preparing case closure submittal documents.

Remedial coordination, oversight, and case closure activities to be performed by Stantec are summarized below, together with estimated Stantec labor and other costs.

Line #	Activity Description	Estimated Labor Costs	Other Costs	Total Costs
1	Assist with review of contractor bids (see note 1)	\$150		\$150
2	Coordinate landfill approval for soil and waste materials disposal	\$500		\$500
3	Field oversight: (a) attend initial on-site meeting with contractor, (b) oversee excavation of contaminated soil area and collect two soil samples from base of completed excavation, (c) perform final inspection.	\$1,500	\$250	\$1,750
4	Submit two samples for laboratory analysis for PAHs and arsenic	\$150	\$183	\$333
5	Complete closure request (form 4400-202) and required attachments (see note 2)	\$3,000	\$1,700	\$4,700
6	Decommission 7 temporary wells; complete 7 well abandonment forms.	\$700	\$100	\$800
SUBTOTAL		\$6,000	\$2,233	\$8,233



Debra M. Sielski
July 18, 2017
Page 2

Notes:

1. It is assumed that the County will take the lead in soliciting bids from one or more remedial contractors, with Stantec's assistance being limited to approximately one hour of time spent reviewing the bids and contractor qualifications.
2. Costs for the closure request were detailed in a previous Stantec proposal and cost estimate dated May 12, 2016. Page 2 of the May 12, 2016 letter references an assumption that a 5-ft by 10-ft area would be paved by the County. Stantec acknowledges that this assumption is no longer valid, as current plans are to remove the soil. This change in plans does not impact the costs presented in the document for case closure services, which are still valid.

The Supplemental Site Investigation Report for the property has not been finalized. A complete draft was provided to the County and Village on July 29, 2016. Based on subsequent discussions, recommendation #2 on page 13 of the draft document should be modified to reflect the current plans to remove (versus cap with asphalt) the contaminated soil near boring SB8/TW15. It is assumed that modifications to the draft report will be completed as a reimbursable and grant eligible activity under the County's United States Environmental Protection Agency brownfields assessment grant.

TERMS & CONDITIONS

Work will be performed by Stantec in accordance with the MASTER SERVICES AGREEMENT (dated February 1, 2015) executed between Stantec and the County.

STANTEC CONSULTING SERVICES INC.

A handwritten signature in black ink, appearing to read 'David Holmes'.

David B. Holmes
Senior Geologist
Tel: 262-643-9177
Fax: 262-241-4901
Email: David.Holmes@Stantec.com

Attachment



Debora M. Sielski
July 18, 2017
Page 3

The Terms and Conditions, and referenced Proposal scope of services and fees are agreed upon:

Consultant:  Date: 07/18/2017
Richard J. Binder, PG, Associate
Stantec Consulting Services Inc.
12075 Corporate Parkway, Suite 200
Mequon, WI 53092

Client:  Date: 7-28-17

Client Name (Printed): RICHARD P. GUNDRUM, County Board Chair

Client Address: 432 E. WASHINGTON ST.
WEST BEND, WI 53095


Ashley A. Reichert
Washington County Clerk 7/31/17



Stantec Consulting Services, Inc.
12075 Corporate Parkway, Suite 200
Mequon, Wisconsin 53092

May 12, 2016

Attention: Debora M. Sielski, Deputy Planning & Parks Administrator
Washington County
333 East Washington Street, Suite 2300
P.O. Box 2003
West Bend, WI 53095-2003

Reference: Cost Estimate/Proposal – Case Closure Services for the Former Niphos Coatings Property, Slinger, Wisconsin

Dear Ms. Sielski:

Per your request, this letter provides a cost estimate and proposal for services to be provided by Stantec Consulting Services Inc. (Stantec) to Washington County (the County) in securing regulatory closure for the former Niphos Coatings property at 308-310 Oak Street in Slinger, Wisconsin. The property was acquired by the County in late 2015 through tax foreclosure. Stantec completed environmental assessment activities at the property using United States Environmental Protection Agency (U.S. EPA) funding provided through the County's assessment grant awarded in 2014. Stantec is in the process of completing a supplemental Phase II environmental site assessment (ESA) report that will document the results of recent soil, groundwater, and hazardous building materials sampling completed using U.S. EPA funding. Based on Stantec's review of the results, we anticipate that no further investigation activities will be required by the Wisconsin Department of Natural Resources (WDNR) and are recommending that the County proceed with preparation and submittal of a "case closure request" to WDNR, together with applicable WDNR fees. We understand that an inquiry was made by the County to U.S. EPA regarding whether costs for the case closure request could be an eligible cost for reimbursement from the U.S. EPA grant. We also understand that U.S. EPA responded that costs would not be eligible, and would need to be paid for by the County or other interested parties.

PROPOSED SCOPE OF WORK

Task 1 – Case Closure Documentation

Stantec will complete a Case Closure – GIS Registry Form (Form 4400-202) and a Cap Maintenance Plan, as well as required supporting documentation (except for the documentation listed below).

It is assumed that the County will provide the following required documentation:

- a) Deed – *"The most recent deed with legal descriptions clearly listed for all affected property."*
- b) Certified Survey Map – *"A copy of the certified survey map or the relevant section of the recorded plat map for those properties where the legal description in the most recent deed refers to a certified survey map or a recorded plat map. In cases where the certified survey map or recorded plat map are not legible or are unavailable, a copy of a parcel map from a county land information office may be substituted. A copy of a parcel map from a county land information office shall be legible, and the parcels identified in the legal description shall be clearly identified and labeled with the applicable parcel identification number."*



May 12, 2016
Ms. Debora Sielski
Page 2 of 3

Reference: Cost Estimate/Proposal – Case Closure Services for the Former Niphos Coatings Property, Slinger, Wisconsin

- c) Verification of Zoning – *“Documentation (e.g., official zoning map or letter from municipality) of the property's or properties' current zoning status.”*
- d) Signed Statement – *“A statement signed by the Responsible Party (RP), which states that he or she believes the attached legal description(s) accurately describe(s) the correct contaminated property.”*

In addition, it is also assumed that the County will arrange for a small (approximately 5-foot by 10-foot) area on the edge of the existing parking lot to be paved with asphalt. Exposed contaminated soil is present at this location and closure of the site is unlikely to be granted by WDNR until this area is covered by an “engineered cap” such as asphalt pavement.

Stantec's scope of work will include: (a) preparing an initial draft submittal for review by the County, (b) revising the document based on the County's comments, and (c) submitting the documentation to WDNR in the required formats (hard copy, compiled Acrobat file of complete submittal, individual components on CD-ROM). Stantec will also revise and resubmit components of the documentation as necessary based on any comments received from WDNR following their initial review.

Task 2 – WDNR Fees

It is anticipated that a total of \$1,700 in WDNR fees will be required for WDNR review and approval of the closure request. These fees include a \$1,050 closure fee, a \$350 database fee for groundwater (applicable to sites having residual groundwater contamination), and a \$300 database fee for soil (applicable to sites having residual soil contamination). It is assumed that these fees will be paid directly by the County to the WDNR.

BUDGET

The estimated cost for Stantec to complete Task 1 is \$3,000. Work will be completed on a time and materials, not to exceed, contract basis. If acceptable to the County, work will be completed in accordance with the Master Services Agreement dated February 1, 2015 executed between Stantec and the County. This work will be set up under a separate project number and invoiced separately from work being performed as part of the assessment grant project.

If you have any questions, please contact me at your earliest convenience.

Sincerely,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in dark ink, appearing to read 'David Holmes', written over a light blue horizontal line.

David Holmes, P.G.
Senior Environmental Scientist
Tel: 262-643-9177
Email: david.holmes@stantec.com



May 12, 2016
Ms. Debora Sielski
Page 3 of 3

Reference: Cost Estimate/Proposal – Case Closure Services for the Former Niphos Coatings Property, Slinger, Wisconsin

Approval is requested for the amended scope of work and fees as outlined in this letter. Upon review and acceptance of this amendment, please return a signed copy to the address, fax number, or email address shown below.

Stantec Consulting Services Inc.
12075 Corporate Parkway, Suite 200
Mequon, WI 53092
Fax: (262) 241-4901
Email: david.holmes@stantec.com

The Terms and Conditions, and referenced scope of services and fees are agreed upon:

Consultant: _____

Date: _____

Richard J. Binder, PG, CPG
Senior Associate
Stantec Consulting Services, Inc.
12075 Corporate Parkway, Suite 200
Mequon, WI 53092

Client: _____

Richard P. Gundrum
Authorized Representative

Date: 7-28-17

Client Name (Printed): RICHARD P. GUNDRUM, COUNTY BOARD CHAIR

Client Address: 432 E. WASHINGTON ST.

WEST BEND WI 53095

Ashley A. Reichert
Washington County Clerk

7/31/17



Washington County

Site Redevelopment Program



Memo To: Washington County Site Redevelopment Steering Committee (SRC)

From: Debora Sielski, Deputy Planning & Parks Administrator
Richard Binder, Stantec Consulting Services, Inc.

Date: May 20, 2019

Re: Consideration of EPA Budget Reallocation Request for Stantec – Programmatic Activities and Outreach

The Project Management Team is requesting reallocation of the following grant funds:

1. Reallocate \$2858 from Task 3 (Phase II ESAs) to Task 0 (Programmatic Activities). This amount is for Stantec to provide assistance with required reporting. This reallocation will need to be approved by the US EPA Project Officer.
2. Reallocate \$1738 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement). This amount is for Stantec to attend SRC and PMT meetings for remainder of grant period. This reallocation will need to be approved by the US EPA Project Officer.



Planning and Parks Department

333 E. Washington Street, Suite 2300 P.O. Box 2003 West Bend, WI 53095-2003
(262) 335-4445 Fax: (262) 335-6868

webplan@co.washington.wi.us www.co.washington.wi.us/PPD



Washington County

Site Redevelopment Program



Memo To: Washington County Site Redevelopment Steering Committee (SRC)

From: Debora Sielski, Deputy Planning & Parks Administrator
Richard Binder, Stantec Consulting Services, Inc.
Jolena Presti, Vandewalle & Assoc.

Date: May 20, 2019

Re: Consideration of EPA Budget Reallocation Request for Vandewalle – Programmatic Activities and Outreach

The Project Management Team is requesting reallocation of the following grant funds:

1. Reallocate \$2042 from Task 3 (Phase II ESAs) to Task 0 (Programmatic Activities). This amount is for Vandewalle to provide assistance with required reporting. This reallocation will need to be approved by the US EPA Project Officer.
2. Reallocate \$10424 from Task 3 (Phase II ESAs) to Task 5 (Outreach & Involvement). This amount is for Vandewalle to attend SRC and PMT meetings, provide assistance with reports, complete fact sheets, etc. for remainder of grant period. This reallocation will need to be approved by the US EPA Project Officer.



Planning and Parks Department

333 E. Washington Street, Suite 2300 P.O. Box 2003 West Bend, WI 53095-2003
(262) 335-4445 Fax: (262) 335-6868

webplan@co.washington.wi.us www.co.washington.wi.us/PPD

Washington County Site Redevelopment Program

A U.S. Environmental Protection Agency
Brownfield Redevelopment Program



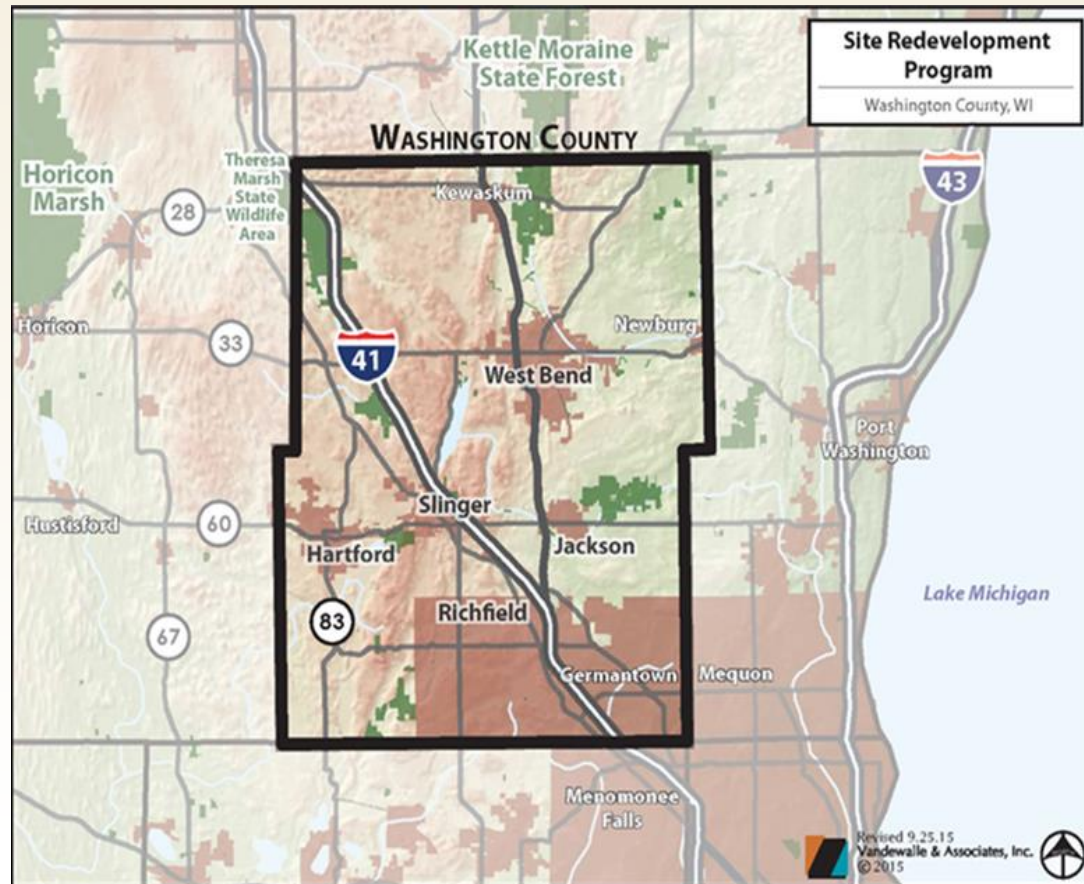
High Priority Sites Updates

May 2019



Site Prioritization & Advancement

- High concurrence across redevelopment feasibility and community goals
- 15 top sites identified through scoring/prioritization process
- Sites are advanced in assessment and redevelopment as guided and selected by Coalition members (through Coalition member dedicated funding) or via SRC allocation – following checklist and approvals.



City of West Bend – Site H

Gehl Cluster



Rank # 1

Location – 145 S.
Forest Ave,
Water Street, N.
Forest Ave,
Wisconsin Street
Owner – City of
West Bend
Redevelopment
Authority

**Update: SRC-funded
hotel market study
completed.
Hotel development
announced 4/2019.**

City of West Bend – Site 243

West Bend Brewery

Rank # 2

Location – 445 N. Main St.

Owner – Private Ownership



Update:
Completing Phase
I ESA and have the
go-ahead for
Phase II ESA

City of Hartford – Site N

Downtown Main Street Properties



Rank # 3

Location – 24 S. Main Street

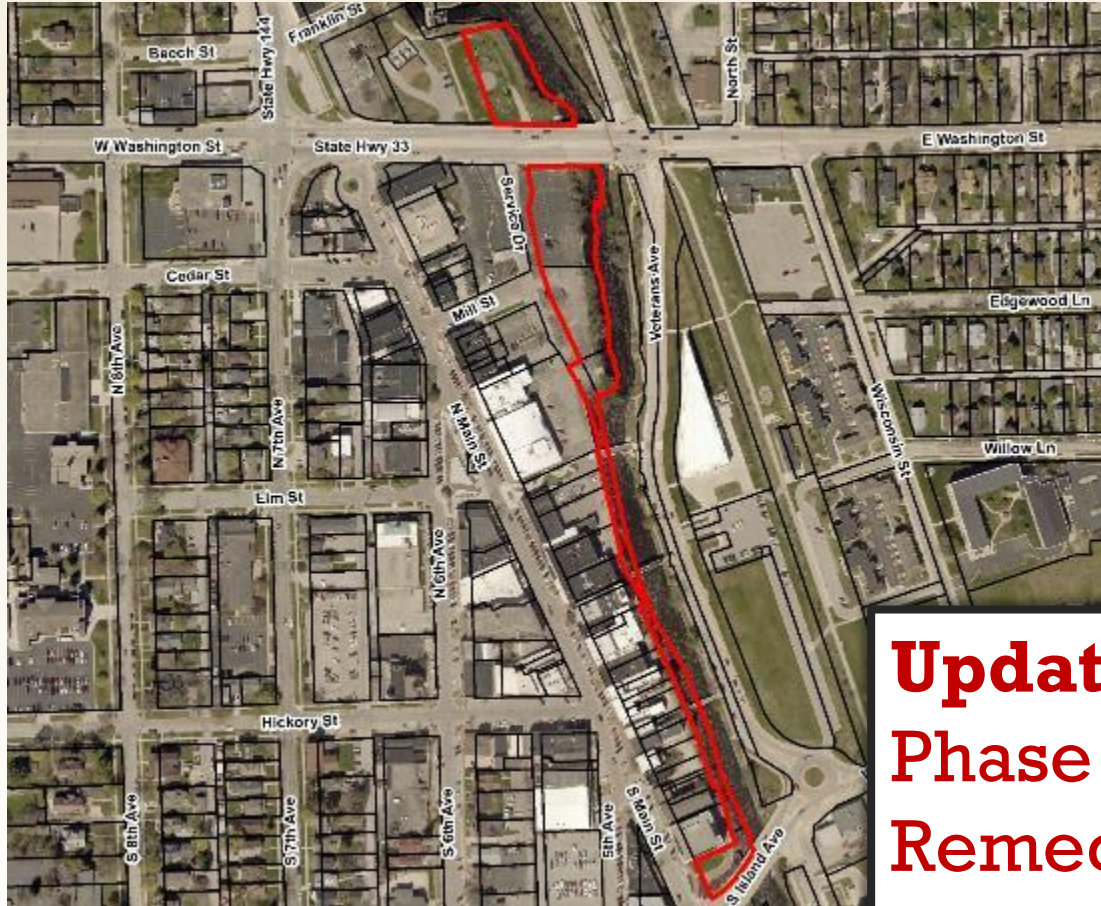
Owner- City of Hartford



Update: Phase I ESA; Site Reconnaissance

City of West Bend – Site M

West Bank of Milwaukee River



Rank # 4

Location – West bank of Milwaukee River between W. Washington and S. Island Avenue

Owner – Mix of City of West Bend and Private Ownership

Update: Work underway – Phase I ESA/SAP to EPA, Remedial Action Costs submitted, DNR grant application 5/2019

City of West Bend – Site 96

Praefke Brake & Supply

Rank # 5

Location – 133 Oak Street

Owner – Private Ownership



Update:

Ineligible for grant while
under federal
enforcement action

Village of Slinger – Site B

Hwy 60 & Hwy 175

Rank # 7

Location – Hwy 60 &
Hwy 175

Owner- Privately



Update:
No current activity; SRP funds
were used for Phase I ESA



Village of Slinger – Site C

Downtown



Rank # 8

Location – W. Washington St, Kettle Moraine Dr. and Oak St.

Owner – Private Ownership



Update: Explored, but no activity. Other downtown sites under consideration per recent planning

City of West Bend – Site 237

Barton School



Rank # 9

Location – 614
School Place

Owner –
Commonwealth
Barton School

Update:
Commonwealth
Development, 40-
unit residential
project advancing

City of West Bend – Site 144



Rank # 9

Location – Riverbend Dr

Owner – Private
Ownership



Update:

No SRP activity; City is working on advancing redevelopment with private sector owner

City of Hartford – Site 3

WB Place/Tannery

Rank # 12

Location - 368 West
Sumner Street
Owner – Private
Ownership



Update:
No SRP activity; tannery
now closed

City of Hartford – Site K

Former Kmart



Rank # 14

Location – 1201 Bell Avenue

Owner – Private
Ownership/Equitable Bank



Update: Potential for reuse strategy development, pending funding commitments.

Village of Jackson – Site 76

Downtown Railroad Frontage Site



Rank # 6

Location – N168
W20753 Main Street
Owner- Village of
Jackson (adjacent to
Village Hall)

Update:
No current activity

Village of Jackson– Site E

Former Grain Tower/Mill Cluster



Rank # 11

Location – W208

N16670/

N16710/N16730 S

Center St.

Owner – Private

Ownership (adjacent to Village Hall across railroad tracks)

Update:

No current activity



Village of Jackson – Site F

Downtown



Rank # 15

Location – 16761 South Center Street

Owner – Private Ownership



Update:
No current activity



City of West Bend – Site 87

Cement Plant



Rank # 13

Location – 288 Sand Drive

Owner – Private Ownership



Update:
No current activity



COALITION TARGET SITES



Coalition Target Sites

City of West Bend –
Former Bermico &
Former Blaine Properties



Coalition Target Sites



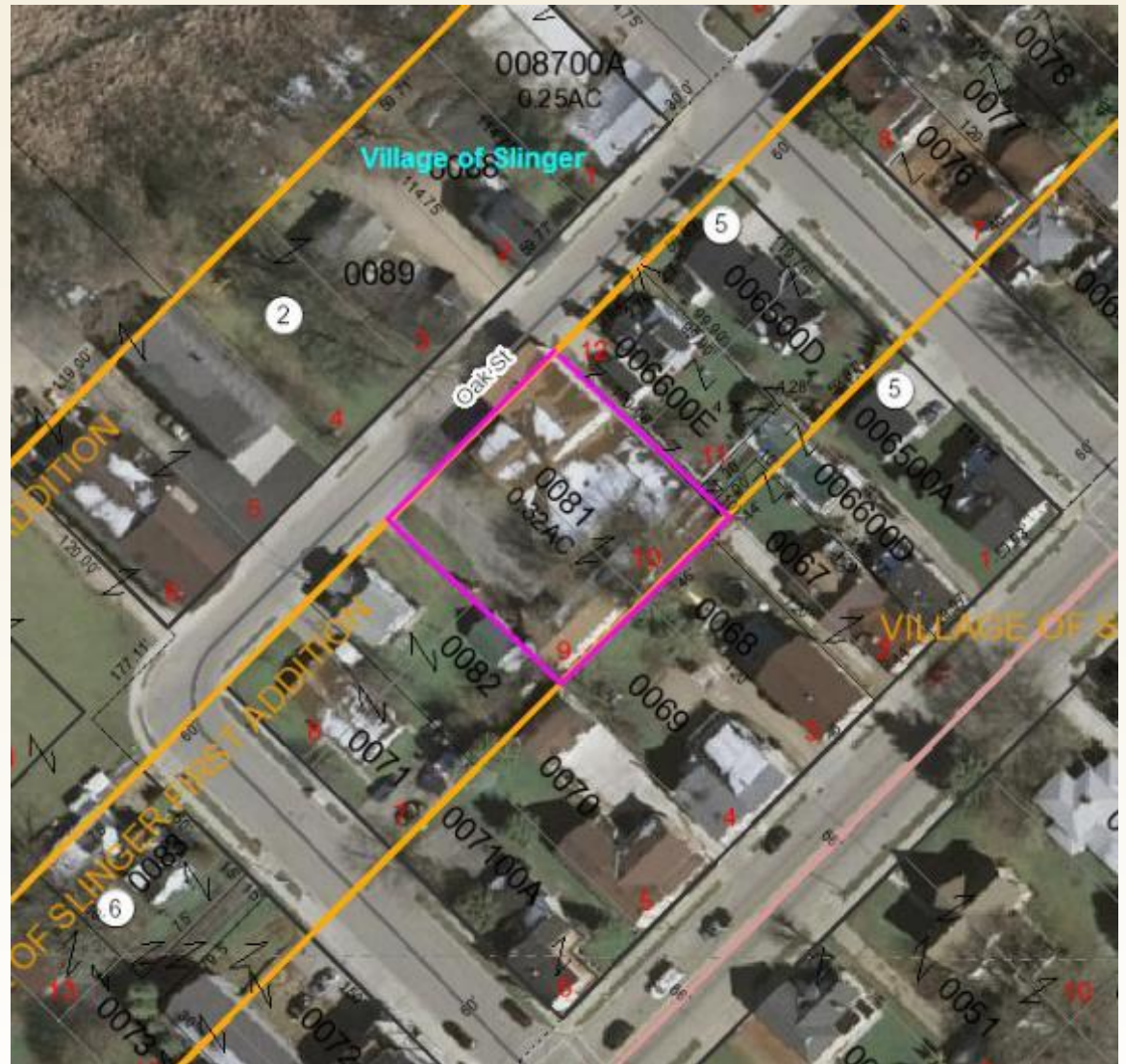
City of Hartford –
Northern Bookends



Coalition Target Sites



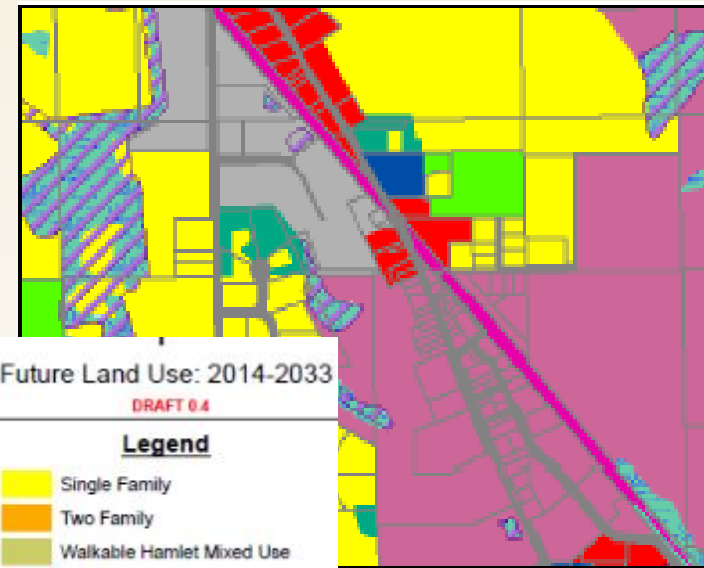
Village of Slinger –
Niphos Property



Coalition Target Sites



Village of Richfield – Northeast Corridor



Future Land Use: 2014-2033

DRAFT 6.4

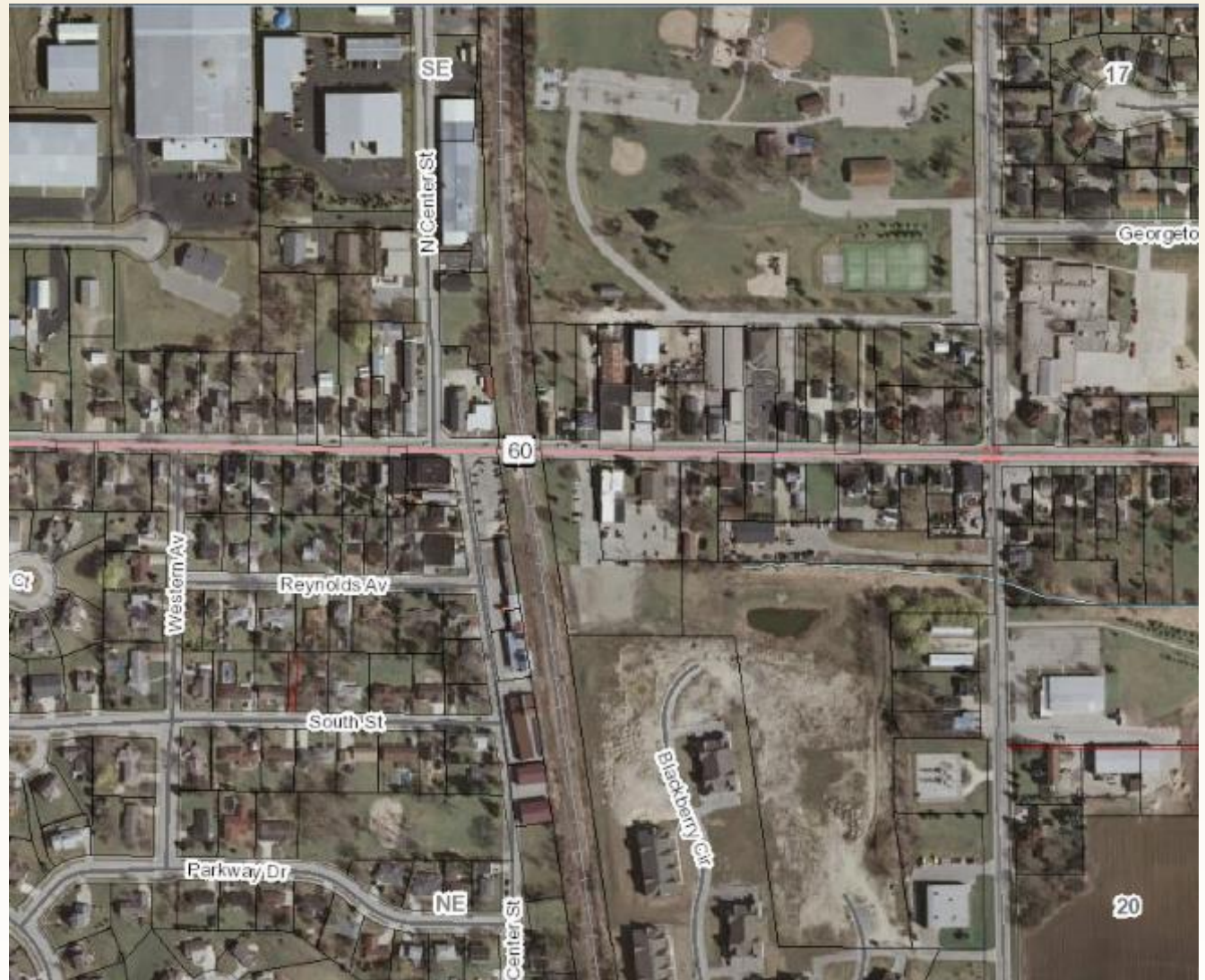
Legend

- Single Family
- Two Family
- Walkable Hamlet Mixed Use
- Commercial
- Limited Commercial
- Business Mixed Use
- Neighborhood Activity Center
- Office/Light Industrial
- Industrial
- Public Roadway
- Institutional
- Utility
- Railroad



Coalition Target Sites

Village of
Jackson



Brownfields Discussion Topics

1. Upcoming FY20 Assessment & RLF grant cycle – Latest news and any tips & tricks?

- EPA has yet to announce FY19 grant recipients so it's unclear if additional changes are coming to FY20's round of assessment or RLF grants.
- The general announcement for RFPs occurs in October/November, and all details are provided at that time.
- FY19 did see some significant changes to assessment grants due to the March 2018 Brownfields Utilization, Investment and Local Development Act (the "BUILD" Act).
For example:

Assessment Grant Proposals	FY18	FY19 (post-BUILD Act)
Community-Wide Awards	Up to \$400,000 total	Up to \$300,000 total
Planning Activities	Eligible, but not promoted	Eligible, strongly encouraged
Pre-Award Leveraged Resources	Required	Not required
Nonprofit Organizations	Only eligible for cleanup grants	Eligible for all grant types
Administrative Costs	Not allowed	Up to 5% of award
Ranking Criteria	4	3
Proposal Page Limit	15	10

- Any changes to RLF grants since FY18 have not yet been announced. At the very least, liability and eligibility provisions will be amended (a major part of BUILD).
- The *FY18 Guidelines for Brownfields Revolving Loan Fund Grants* remains the best resource for RLF program requirements.
- Best advice for any brownfield proposal:
 - Demonstrate the struggles the community has faced because of brownfield issues – use specific sites.
 - Share a vision of redevelopment. Outline a specific, coherent redevelopment plan for a site, a corridor, a neighborhood, etc.
 - Convince the reader that the "stage is set" for redevelopment to commence.
 - Tell a compelling story!

2. RLF Grant – What is it and how does it work? Explain eligible v. non-eligible expenses.

- EPA provides grant money (up to \$1M) to a recipient to capitalize a fund. The fund then provides loans and subgrants to third-party applicants (sub-recipients).
- RLF money is generally used to fund brownfield cleanup activities.
- The RLF recipient becomes the fund manager and has leeway in setting loan terms.
- Loans to sub-recipients are repaid into the fund, and the fund can then re-lend to other applicants. The goal is to create a quasi-sustainable capital fund to assist communities in brownfields redevelopment.
- RLF recipients must use 50% or greater of their funds in providing loans, and subgrants may not exceed \$200,000 unless a waiver is requested.

- RLFs are expected to last for many years if not decades if utilized properly, and require long-term resource commitments by the recipient, even after the grant period itself has closed.
- The types of expenses that may or may not be made by the RLF recipient are set by statute and agency policies. Among others, these include:

Eligible Expenses	Non-Eligible Expenses
Site eligibility per CERCLA 104(K)	Pre-cleanup assessments (Phase I and II)
Installation of site security features	Conducting permit-required activities
Preparation of Analysis of Brownfield Cleanup Alternatives (ABCAs)	Non-cleanup related construction, demolition, or development
Establishing site admin. records	Job training unrelated to cleanup
Developing a QAPP	Paying penalties or fines
Ensuring borrower cleanups meet state and federal requirements (Davis Bacon, NHPA Section 106)	Meeting cost-share requirements
Purchasing environmental insurance	Compliance costs for any federal law not related to the cleanup
Other eligible costs	Ineligible admin. costs (salaries, benefits, supplies, etc.)

- RLF applications are accepted biennially with supplemental funding opportunities.
- RLFs can be complicated – consult the following documents for more information:
 - *FY18 Guidelines for Brownfields Revolving Loan Fund Grants*
 - *Unlocking Brownfields Redevelopment: Establishing a Local Revolving Loan Fund Program*
 - Various RLF Grant Recipient Resources, including webinars, available at <https://www.epa.gov/brownfields/types-brownfields-grant-funding>
- EPA's *RLF Administrative Manual* is currently under revision. This document contains a more thorough description of eligible vs. non-eligible costs. For further questions on eligible costs or other RLF issues, contact Keary Cragan, U.S. EPA Region 5, at (312) 353-5669 or cragan.keary@epa.gov.
- It may be worth contacting existing state and local RLF programs for additional information and advice (WDNR's Ready for Reuse Program, Milwaukee RACM, etc.).

3. ACRES 6.0 – What's the status?

- ACRES v. 6.0 is anticipated at the end of June 2019.
- An announcement will be made at that time and training opportunities will be provided.
- EPA will forward this information to all grantees when available.

Attachment B

Press Articles, Etc.



City of West Bend
1115 South Main Street
West Bend, WI 53095

FOR IMMEDIATE RELEASE

Media Contact:
Jay Shambeau, City Administrator
(262) 335-5171
shambeauj@ci.west-bend.wi.us

Proposed Hotel and Office Development Downtown

West Bend, Wis. (May 6, 2019) – The City of West Bend has entered in to an agreement with RafRad LLC and Kinseth Hospitality with the intention of constructing a hotel and office building in the downtown. This exciting proposal is for a portion of the 8-acre former Gehl site on the corner of Water St. and Forest Ave. and will be a major development in what has become a vibrant and energetic city center.

In partnership with the Washington County Site Redevelopment Committee (SRC), the City of West Bend completed a hotel study specifically dedicated to the former Gehl site. City staff approached SRC and identified the site as a high priority redevelopment site.

Paul Stangl, of RafRad LLC, has been a driving force behind bringing a hotel to our downtown. Along with Kinseth Hospitality, Stangl has a history of successful hotel development. Many residents may be familiar with their developments and most specifically with their development of the Hampton Inn and Suites located in the City of West Bend.

Stangl had this to say about the community, "We feel that this project will not only fill a need in the downtown area but will further draw visitors and the community to the area." The City of West Bend echoes this sentiment and is thrilled to be working in partnership with a development team that has a history of doing great things in multiple communities.

"We have many great initiatives happening in our downtown" states City Administrator Jay Shambeau. "Combine those with the positive citywide business and residential energy, there is no question why this makes a lot of sense." With the east side of the Riverwalk near completion along with multiple nearby developments, the City of West Bend believes the downtown will continue to be a desirable destination to live, work and play. Recent focus on the downtown has paid huge dividends and the potential hotel development will become a cornerstone of progress for the city as a whole.

For updates on the development of the former Gehl site, follow the City of West Bend on Facebook.

###

Hotel and office building to be developed on former Gehl property in downtown West Bend

Author: Judy Steffes | Posted In [Business](#), [Washington County](#), [West Bend](#) | [No Comments](#)

May 6, 2019 – West Bend, WI – The City of West Bend has entered in to an agreement with RafRad LLC and Kinseth Hospitality with the intention of constructing a hotel and office building in the downtown on a portion of the 8-acre site formerly home to Gehl on the southwest corner of Water Street and Forest Avenue.



In partnership with the Washington County Site Redevelopment Committee (SRC), the City of West Bend completed a hotel study specifically dedicated to the former Gehl site. City staff approached SRC and identified the site as a high-priority redevelopment site.

Paul Stangl, of RafRad LLC, has been a driving force behind bringing a hotel to our downtown. Along with Kinseth Hospitality, Stangl has a history of successful hotel development. Many residents may be familiar with their developments and most specifically with their development of the Hampton Inn and Suites located in the City of West Bend.

“We feel this project will not only fill a need in the downtown area but will further draw visitors and the community to the area,” said Stangl.

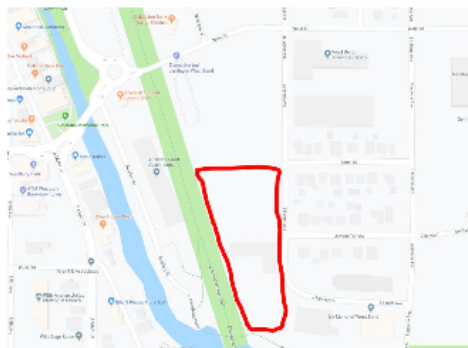
Proposed 5-to-6 story active senior living apartment-style complex proposed for former Gehl property in West Bend

Author: [Judy Steffes](#) | Posted In [Real Estate](#), [Washington County](#), [West Bend](#) | [No Comments](#)

June 3, 2019 – West Bend, WI – A proposed five to six-story active senior living apartment-style complex is being proposed near downtown West Bend. The site is a 4.45-acre parcel on the south end of the former Gehl property just to the west of S. Forest Avenue.

RTN Development, LLC, based in Minnesota, stepped forward with the proposal and in closed session at Monday night's, June 3, Common Council meeting entered into an agreement with the City. The purchase of the property is still being negotiated.

Todd Novaczyk, is CEO with RTN Development. "This will be a market-rate rental," said Novaczyk. "There will be about 130 to 150 units with underground parking."



The project, according to Novaczyk, is to be completed in partnership with [New Perspective Senior Living](#), the very same organization serving the West Bend community with independent living, assisted living and memory care on Continental Drive.

That former Gehl Company property had been under remediation for the past 7+ years.

The northern end of the Gehl lot will also be under development as the City announced an agreement on May 6, 2019 with RafRad LLC and Kinseth Hospitality with the intention of constructing a [hotel and office building in the downtown](#) on a portion of the 8-acre site formerly home to Gehl on the southwest corner of Water Street and Forest Avenue.

Novaczyk said the timeline on the apartment development hinges on a number of factors. "If we can get through City Council and get our plans done and get approvals, we could conceivably break ground this fall," he said.

Attachment C

Summary of Leveraged Resources and Site Redevelopment Program Fact Sheet

TABLE 1
SUMMARY OF LEVERAGED FUNDING (Through 2/4/2019)
FY2014 and FY2017 COMMUNITY WIDE ASSESSMENT GRANT IMPLEMENTATION PROJECT, WASHINGTON COUNTY, WI COALITION

Inventory ID	Site/Project Name	Location	Project Description	Program Support Funding	Assess-ment Funding	Abatement, Demolition, or Cleanup Funding	Infra-structure Funding	Construction Funding	TIF Funding	Funding Status	Environmental Work Status	Source	Description	Redevelopment Status	Acres (Redeveloped Acres in Blue)	New Housing Units (Expected)	New Housing Units (Completed Projects Only)
n/a	Washington County Site Redevelopment Program	Washington County Site Redevelopme nt Program	Implementation of EPA FY14 Brownfields CWA Grant	\$ 119,530						Secured	Complete	Washington Co	In hours of in-kind services provided by Washington Co staff (through 1/31/18)	n/a	n/a	n/a	n/a
				\$ 24,583						Secured	Complete	EDWC	In hours of in-kind services provided by EDWC staff (through 1/31/18)				
				\$ 8,956						Secured	Complete	Coalition members	In hours of in-kind services provided by other coalition member staff (through 12/31/18)				
n/a	Washington County Site Redevelopment Program	Washington County Site Redevelopme nt Program	Implementation of EPA FY17 Brownfields CWA Grant	\$ 39,557						Secured	Complete	Washington Co	In hours of in-kind services provided by Washington Co staff (through 12/31/18)	n/a	n/a	n/a	n/a
				\$ 6,801						Secured	Complete	EDWC	In hours of in-kind services provided by EDWC staff (through 1/31/18)				
				\$ 3,882						Secured	Complete	Coalition members	In hours of in-kind services provided by other coalition member staff (through 12/31/18)				
none	Former Barton Products/Prism Mfg. Property	Town of West Bend	Proposed Sale/Reuse (30,652-ft2 former machine shop)		\$ 8,000					Secured	Complete	R.J. Wood Industries	50% match provided by prospective buyer for Phase II ESA costs				
					\$ 14,579					Secured	Complete	Avon II, LLC	50% match provided by site owner for environmental site investigation costs				
Cluster L (5, 6, 7)	N. Bookend Redevelopment (8 parcels)	City of Hartford	Multi-Family Apartment Building (82 units planned, completed 0)		\$ 50,000	\$ 600,000				Secured	In progress	WEDC	\$150K SAG and \$500K BF	In Progress	1.06	0	0
								\$ 1,800,000		Secured	In Progress	Investors	Investor Funding				
					\$ 18,000	\$ 57,000			\$ 1,500,000	Secured	In progress	City of Hartford	TIF				
none	Saxony Village Development (3 parcels)	Village of German-town	Multi-Family Apartment Complex (172 units planned, completed 85)		\$ 1,000					Secured	Complete	JBJ Companies	Matching funds provided by developer	Completed Redev. Project	23.8	172	172
						\$ 375,000				Secured	Complete	WEDC					
								\$ 28,000,000		Secured	In progress	JBJ Companies	Private developer equity and bank loan				
none	E.H. Wolf Expansion (Former Slinger Foundry)	Village of Slinger	Warehouse and Office Development			\$ 146,477				Secured	Complete	WEDC		Completed Redev. Project	0.86	none	none
						\$ 911,387				Secured	Complete	Village of Slinger	Tax Increment Financing				
						\$ 316,681		\$ 4,100,000		Secured	Complete	E.H. Wolf & Sons	Private equity, bank loan				
237	Barton School Apartments	City of West Bend	40 units planned, completed 0					\$ 600,000		secured	Complete	Commonwealth Properties	Property Purchase	In Progress	6.9	40	0
90 & 91	Former Bermico Site	City of West Bend	Site Assessment		\$ 150,000					Secured		WEDC	SAG Grant	In Progress	9.95	none	none
27	Former Niphos Coatings Property	Village of Slinger	Cleanup and Site Closure in Preparation for Sale/Reuse			\$ 9,733				Secured	In progress	Washington Co	Contract awarded by County for cleanup oversight and closure services	In Progress	0.32	none	none
						\$ 20,202				Secured	In progress	Washington Co	Contract awarded by County for environmental cleanup				
			Expected Secured Funding Total	\$ 203,310	\$ 241,579	\$ 2,436,480	\$ -	\$ 34,500,000	\$ 1,500,000					Expected Totals	42.89	212	n/a
	Data for Fact Sheet Graphic		Completed Projects Total (Blue or Green only)		\$ 219,000	\$ 2,436,480		\$ 32,100,000						Completed Projects Total (Blue only)	24.66	n/a	172